



# THE GALAXY

NATIONAL CONTRACT MANAGEMENT  
ASSOCIATION (NCMA)/SPACE CITY CHAPTER  
NEWSLETTER—March 2004

## Board of Director's Corner

### CHAPTER ELECTIONS

Hello members! The following members have been nominated to serve as chapter officers for the July 2004—June 2005 program year:

- Vice President/President Elect (NASA)—Linda Riviera/NASA
- Treasurer—John Hamilton/USA
- VP for Programs—Linda Riviera/NASA
- VP for Education—Keith Hutto/NASA
- VP for Membership—Karen Irving/Boeing
- Secretary—Marie Lopez/Muniz Engineering

Each position offers unique experiences for personal growth and individual achievement. We are thrilled that such wonderful candidates were provided as nominees. Nancy Broyan will serve as the 2004—2005 Program Year President of the Space City Chapter after serving as this year's Vice-President. Before the end of March, we will send out a voting ballot to members via e-mail.

Please provide ballots to me at [rosalie.a.solis@nasa.gov](mailto:rosalie.a.solis@nasa.gov). **All votes must be provided to me by COB Friday, April 4, 2004.** Thank you all for your continued support to NCMA.

I was also pleased to nominate Sam Morthland for the new Regional Director Position. Since Sam was the only nominee, he will become the South Central's first Regional Director for a two-year term commencing on July 1<sup>st</sup>.—Congratulations!

Rosalie Solis  
Chapter President

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NCMA Space City Chapter presents:

2004 Small Business Conference

March 19, 2004

#### Speakers:

Randy Gish, NASA/JSC  
Billy Jefferson, NASA/JSC  
Tom Green, NASA/Headquarters  
Valerie Coleman, SBA  
Cleveland Baker, SBA

*NASA/JSC Prime Contractors Roundtable*

Location: Gilruth Center at JSC (directions at the end of the Newsletter)

8:30 am - Registration  
9:00 am - Program & Workshops  
12:00 pm - Lunch & Guest Speaker  
1:30 pm - Conference Adjourned

**Menu: Roast Beef Au Jus, mashed potatoes, glazed carrots, cake, coffee, and tea.**

**For Reservations Please Contact:**

Contractors: [Cynthia.L.Vourganas@usa-spaceops.com](mailto:Cynthia.L.Vourganas@usa-spaceops.com) or (281) 280-6537

NASA: [Claire.A.Cox@nasa.gov](mailto:Claire.A.Cox@nasa.gov) or (281) 483-0743

**Reservation deadline is Noon Friday  
March 12, 2004**



# THE GALAXY



## CALENDAR OF EVENTS

**March 19, 2004: Small Business Conference**  
The Gilruth Alamo Ballroom 8:30 – 1:00

**Upcoming NES:** We are planning to host a National Education Seminar (NES) on June 24, 2004. The topic will be Project Management in the Contracting Process. We are looking for volunteers to help with the event. We will provide more information in next month's newsletter.

- Winners must attend one NCMA Chapter luncheon after award of scholarship

Scholarship winners will be chosen in May and the winner will be announced at the June 24, 2004 NES.

All checks will be made payable to the college or university (other arrangements can be made).

For more information, please contact Jannette Reed at 281-244-5854.

## Graalman--Let us know...

By Nancy Broyan

The Graalman Award is designed to recognize chapter excellence and to provide formal competition between chapters in furthering the objectives of the NCMA.

Do you have suggestions for improvements to our chapter? Are you interested in working on a committee? If the answer is "yes" to any of these questions, please contact Nancy Broyan at 281-333-8704 or e-mail at [broyann@hsd.utc.com](mailto:broyann@hsd.utc.com).

## Education News

By Jannette Reed

As part of the NCMA education initiative, NCMA will be awarding two \$1,000 scholarships for the Fall '04 and Spring '05 semesters. The scholarships will be awarded on a semester basis (\$500/semester) contingent on the student's academic performance for the prior semester. Each student will be required to write a one page (8 1/2" by 11") essay on "The Importance of Business Ethics." The NCMA Space City Houston Chapter Board of Directors will determine the recipients of the scholarships.

The deadline to submit all essays is April 9, 2004, via e-mail to Jannette Reed at [jannette.reed-1@nasa.gov](mailto:jannette.reed-1@nasa.gov). Please include your name, address, telephone number and name of college or university, which you attend or plan to attend. The scholarship will be awarded based on the essay and the following criteria:

- Must be an NCMA member or member dependant
- Undergraduate or graduate degree-seeking student in the areas of Business or Public Administration
- Proof of enrollment to college or university
- GPA of a minimum of 3.0 on a scale of 4.0
- Students must show proof of grades in order to receive Spring semester portion of scholarship



Gold: 250—330 points

Silver: 225—249 points

Bronze: 200—224 points

← **Our Chapter's pts. to date--135**

Quality: Minimum 125 points



# THE GALAXY

## Chapter Funds Statement

### NCMA - SPACE CITY HOUSTON CHAPTER

#### Statement of Funds

29-Feb-04

BEGINNING FUNDS BALANCE - February 1, 2004	\$65,750.75
RECEIPTS	
Interest	100.99
Total Receipts	<u>5100.99</u>
Total Funds Available	65,851.74
DISBURSEMENTS	
Catering	670.45
Board Travel	1,091.89
MISC	7.95
NES	96.91
Total Disbursements	<u>1,867.20</u>
ENDING FUNDS BALANCE - February 29, 2004	<u><u>\$63,984.54</u></u>

Note: Funds balance includes checking, savings, and certificates of deposit

## MEMBERSHIP NEWS

By Carla Stinson

Please join me in welcoming Space City/Houston's newest members:

Eric Alexander, Hewlett-Packard  
 Jerry Bost, Muniz Engineering  
 Janet Garman, Barrios Technology  
 Michael Lombardi, United Space Alliance  
 Doug Garcia, United Space Alliance  
 Karen Irving, Boeing

Lynn Johnson, Boeing  
 Jeff Johnson, Ares

Congratulations to the following members for their milestone anniversaries:

Five years: Bill Capel, United Space Alliance  
 Fifteen years: Olivia Carter, DCMA

If you have any physical address, e-mail, or phone number updates, please send me a note so we can keep our records current. And if you know of any folks interested in joining NCMA's Space City/Houston chapter, send them my way as well.

### Directories!!! Get Your Directories!!!

Directories for Space City/Houston's 2004 membership will soon be available. To secure your copy, please contact Carla Stinson, Membership VP, at [carla.m.stinson@usa-spaceops.com](mailto:carla.m.stinson@usa-spaceops.com).

## EMPLOYMENT OPPORTUNITIES

Halliburton has job openings for Contract Administrators and Contract Managers in Iraq. Requires Federal Contract Administration experience and willingness to relocate to Iraq for one year. For details contact me at the office phone below or [mike.morrow1@halliburton.com](mailto:mike.morrow1@halliburton.com).

*Mike Morrow*

Houston phone 713-753-2506  
 Cell 281-546-6775

Hamilton Sundstrand Management Services, Inc. located in the Clear Lake area is seeking applicants for a Contracts Specialist. The selected candidate will support proposal activity including the review and analysis of RFP terms and conditions and business details to identify, evaluate, and protect company interests and will participate in negotiations of price and terms and conditions, perform day to day administration of contracts of medium complexity from inception to closeout. Candidate will be required to interact routinely and maintain a positive rapport with multiple program managers and customers. Position requires strong analytical skills and working knowledge of the Federal Acquisition Regulations (FAR), NASA FAR Supplement, and ability to manage competing priorities and meet deadlines. Some travel may be required. Education/Experience preferred: BA/BS degree and 4 to 7 years experience.



# THE GALAXY

Please send resume via e-mail by March 31, 2004 to:

[broyann@hsd.utc.com](mailto:broyann@hsd.utc.com)

Hamilton Sundstrand is an equal employment/affirmative action employer, and a proud member of the \$28-billion United Technologies Corporation family of companies.

## CONTRACTS MANAGER OF THE YEAR

Our chapter is organizing a search for the Contracts Manager of the Year. Contest Details and a nomination form were made available at the February Luncheon. We will also send the nomination form via E-mail to our chapter distribution.

## 2004 NCMA WORLD CONGRESS

The World Congress Contest Committee has selected three winners from the contest nominations. Congratulations to Herb Baker, Tom Devitt, and Richard Regenburgh who will all attend the World Congress! The applicants chosen possessed unique, but equal qualities that all warranted recognition. The board could not in good conscience select one nomination over another, as the three selected were equally outstanding.

Our goal was to search for an outstanding member who has notably contributed to and enhanced the chapter through their volunteerism and we reached our goal. We are proud to have members of this caliber among us.

To the winners, thank you for the superior dedication and commitment to NCMA. The Committee wishes you a safe trip and lots of fun!

Also, Sam Morthland, our Chapter National Director, was selected to augment the National Committee staff and is being given complimentary registration for his effort. He has also been advised that he and other members of the Governance Committee are to be honored at the Congress with Special Achievement Awards for their work

## ***Contractor Open Forum With Mr. Tom Luedtke, NASA Associate Administrator for Procurement May 6, 2004***

NASA will conduct an open forum meeting to solicit questions, views and opinions of interested persons or firms concerning NASA's procurement policies, practices, and initiatives. The purpose of this meeting is to have an open discussion between NASA's Associate Administrator for Procurement, industry and the public. Please be advised that this is not a meeting about how to do business with NASA, nor will it focus on small business initiatives or specific contracting opportunities. Questions for Mr. Luedtke will be accepted at the meeting and should not be submitted in advance.

The forum will be held at the Johnson Space Center's Robert R. Gilruth Center, Lone Star Room (second floor), on Thursday, May 6, 2004, 10:30 a.m. – 1 p.m. Doors will open at 10 a.m. Admittance will be on a first-come, first-served basis. JSC Badges are not required. Room capacity is limited to approximately 90 persons; therefore, a maximum of two representatives per firm is requested. Reservations will not be accepted. A map of the area is available at: <http://jsc-web-pub.jsc.nasa.gov/BD01/Index.htm>

If you have questions, please contact the JSC Industry Assistance Office at 281-483-4511.



# THE GALAXY

## Key Contact Points

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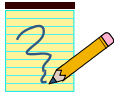
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### CHAPTER MEMBERSHIP

**Submit address/mail code changes to:**

Online at: [www.NCMAHQ.org](http://www.NCMAHQ.org) or contact Carla Stinson for assistance.

**Submit requests for membership to:**

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e-mail: [carla.m.stinson@usa-spaceops.com](mailto:carla.m.stinson@usa-spaceops.com)



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## Gilruth Public Gate Access:

From Bay Area Blvd.: Turn right on Space Center Blvd. and go 2 miles. The Gilruth entrance is the second entrance on the right.

From Nasa Parkway (formerly Nasa Rd. 1): Turn left on Space Center Blvd. and go 0.8 miles. The Gilruth entrance is the second entrance on the left.