

INTERAGENCY AGREEMENT NUMBER NRC-10-02-144
BETWEEN
THE NUCLEAR REGULATORY COMMISSION
AND
THE NATIONAL INSTITUTES OF HEALTH

I. PURPOSE:

Under this agreement, the Nuclear Regulatory Commission (NRC) will obtain Webcasting Services from the National Institutes of Health (NIH). For each meeting selected by NRC for webcasting, the NRC will transmit to the NIH a "live" (as the meeting takes place) feed of the meeting which will consist of a combined audio, video and text-captioned version (of the audio content of each meeting), in a single stream. The NIH will provide the webcast system infrastructure and host the Web Page required to stream the content of the NRC feed "live" to all interested parties via the Internet, and also store the meetings for later access by viewers via the Web Page on an "on-demand" basis, 24-hours-a-day, 7-days-a-week.

II. SERVICES PROVIDED TO NRC BY NIH:

1. The NIH will provide NRC the support of a webcast infrastructure system as follows:

- a. Provide NRC with a local telephone number for NRC to transmit to NIH (via an ISDN telephone line) a "live" feed of each meeting to be webcast;
- b. Receive the NRC's transmission feed and encode the NRC-originated "live" programming such that it can be viewed at 150kbps, 56Kbps or 28.8Kbps using the Real Networks™ "SureStream" format;
- c. Stream NRC webcasts to the Internet for free (to the viewer) access by any interested party; providing a capacity to support up to 100 concurrent viewers at 150 kbps during NRC "live" or "archived" webcasts, including provision of the necessary hardware, software, Real Networks™ user Licenses, technical support, power backup systems, internet bandwidth and redundant backup servers required to ensure a high reliably rate of viewer access for NRC webcasts;
- d. Provide sufficient reserve capacity to accommodate an "occasional" increase in concurrent viewers exceeding the normal viewer level estimate of 100;
- e. Provide capacity for short-term archival of at least 40 NRC webcasts annually (each averaging 3-hours in duration) to allow any user on the Internet the ability to view previous NRC webcasts on a "demand" basis, 24-hours a day, for 12-months after the initial webcast;
- f. Provide long-term archival of NRC webcasts consisting of transferring each meeting's webcast onto a Compact Disk (CD) after the conclusion of it's 12-month period of availability on the Web Page as an archived webcast, and delivery of the CD to NRC;
- g. Provide a webcast Web Page (with URL address) that will provide the user with dynamically-generated content as follows:
 1. During scheduled times when there is no webcast in progress, a message so indicating, displayed for several seconds followed by an automatic transfer back to the prior (NRC) webpage;
 2. During scheduled times when an NRC-originated webcast is in progress, a message so indicating, displayed for several seconds followed by an automatic launch of the webcast url and then a transfer back to the prior (NRC) webpage;
 3. In either case above, the automated launch and transfers shall also be provided as ordinary HTML hyperlinks, for users with browsers which do not process automated transfers;

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4. This webcast Web Page shall be structured as follows:

- a. Written in "standard HTML" that complies with section 508 of the Rehabilitation Act (for specific guidance refer to <http://www.access-board.gov/sec508/guide/1194.22.htm>).
 - b. No "HTML-links" shall begin with a "dot-slash" or "dot-dot-slash" (e.g. ./ or ../).
- h. Provide NRC with data on the number of "unique viewers" accessing NRC "live" and "archived" webcasts;
- i. Provide capacity to support approximately 40 NRC "live" meeting webcasts annually, with an average duration of 3-hours per meeting.

2. In direct support of NRC "live" webcasts, the NIH will perform the following:

- a. The day before each scheduled NRC "live" webcast, the NIH will participate in a test webcast, in which the NIH will provide NRC with a local number for an ISDN line to enable NRC to transmit a 30-minute test feed to NIH, for NRC personnel to view the actual webcast via the internet to verify that all systems are working at optimum levels, and if not, to allow time before the scheduled meeting to make any necessary system adjustments;
- b. The day of each scheduled NRC "live" webcast, the NIH will participate in another test webcast, in which the NIH will provide NRC with a local number for an ISDN line connection to enable NRC to provide a test feed to NIH as part of the setup for the actual "live" webcast, beginning 60-minutes before the scheduled meeting. This will enable NRC personnel to verify via the internet that all systems are still working at optimum levels and ensure the ISDN telephone line connection carrying the "live" feed from NRC to NIH, is properly established before the actual meeting begins;
- c. During each "live" webcast, the NIH will collect data on the number of "unique viewers" accessing the webcast during the meeting and provide the data to NRC within 24-hours of the conclusion of the meeting;
- d. During each "live" webcast, the NIH will monitor the webcast to ensure any disruptions in the availability of access to the webcast by internet viewers are kept to a minimum, and in the event of a problem with the ISDN phone line connection between NRC and NIH, the NIH will immediately contact NRC to provide a substitute phone number to replace the connection;

3. In direct support of NRC "archived" webcasts, the NIH will perform the following:

- a. After conclusion of each "live" webcast, the NIH will convert the "live" webcast to an "archived" version, store it on the NIH webcast infrastructure and make it available on the webcast Web Page within 24-hours of the meeting's conclusion (if there are no errors during the transmission from NRC to NIH and no re-encoding by NIH is necessary, which would extend the conversion time);
- b. Upon an "urgent" request by NRC, the NIH will convert the "live" webcast to an "archived" version and make it available for viewers on the webcast Web Page within 4-hours of the meeting's conclusion, or within 4-hours of receipt of an NRC-provided VHS tape of the meeting;
- c. Provide NRC with short-term storage of NRC "archived" webcasts to allow any user on the Internet the ability to view previous NRC webcasts on a "demand" basis, 24-hours-a-day, for 12-months after the initial webcast;
- d. Provide NRC with long-term storage of NRC "archived" webcasts consisting of transferring each meeting's webcast onto a Compact Disk (CD) after the conclusion of its 12-month period of availability on the Web Page as an archived webcast, and delivery of the CD to NRC;

- e. During the 12-month period that each "archived" webcast is available for viewing from the webcast Web Page, the NIH will collect data on the number of "unique viewers" accessing the webcast during each calendar month that the meeting is available for viewing and provide the data to NRC after the conclusion of each calendar month;

III. PROCEDURES FOR REQUESTING SERVICE:

The NRC will request service by sending an e-Mail to videodesk@list.nih.gov at least 48 hours prior to the event and will include the following information:

- Date:
- Title:
- Description of Event:
- Start Time:
- Estimated Duration:

IV. REPORTING PROBLEMS:

The NRC will report problems to the NIH Video Desk at 301-594-8433 or 1-800-NIH-VIDEO (1-800-544-8433)

V. DURATION OF AGREEMENT:

This agreement will be effective on October 1, 2001 and continue through September 30, 2002 (FY2002). This agreement may be extended to continue these services during subsequent fiscal years by mutual agreement. The process for any extension will be by NRC initiating a written request for NIH to accept a modification of this agreement to include coverage for the next fiscal year, and NIH accepting the modification. In the event either agency intends to terminate this agreement, that agency will notify the other agency at least 60-days prior to the intended date of the termination.

VI. REIMBURSEMENT:

The NRC agrees to reimburse NIH for the webcast support services received. NRC will reimburse NIH upon completion of each fiscal quarter (3-month period) for the webcast support services provided during that fiscal quarter.

Any unused NRC funding at the end of a fiscal year may be used to cover initial reimbursements to NIH from NRC in the next fiscal year.

Based on the NRC's estimated level of viewer demand on the NIH webcast infrastructure of an average of approximately 100 concurrent viewers streamed at 150kbps, the NIH will charge NRC the following fees for the webcast support provided to NRC in accordance with this agreement:

A. QUARTERLY FIXED COSTS:

\$9,000 per quarter = Reimbursement for NIH obtaining sufficient additional bandwidth to support the expected average of up to 100 concurrent viewers for approximately forty (40) 3-hour meetings annually.

\$1,725 per quarter = Reimbursement for NIH obtaining 100 additional Real Networks user licenses annually.

B. PER-MEETING COST FOR "LIVE" WEBCASTS:

\$55.00 per hour = Reimbursement for NIH webcasting each "live" NRC meeting based on the length of the meeting. For determining the total cost of NRC's reimbursement to NIH for supporting each of NRC's "live" webcasts, partial-hour increments that exceed 30-minutes will be rounded up to the next whole-hour, and increments of 30-minutes or less will be rounded down. All 30-minute test webcasts performed the day before each scheduled "live" webcast will be free of charge, but each test webcast performed the day of the scheduled "live" webcast will be reimbursed by adding the time used for the test webcast to the total billable duration of the "live" webcast.

C. PER-MEETING COST FOR WEBCASTS "ARCHIVED" WITHIN "STANDARD" PROCESSING TIMEFRAME OF 24-HOURS:

\$108.00 per hour = Reimbursement for NIH converting each NRC "live" webcast into an "archived" webcast and make it available on the webcast Web Page within 24-hours of the conclusion of the meeting. Total cost of the archival will only be based on the duration of the actual meeting without including the time used for the test webcasts performed prior to the meeting. For determining the total cost to archive an NRC webcast, partial-hour increments that exceed 30-minutes will be rounded up to the next whole-hour, and increments of 30-minutes or less will be rounded down. The charge for archiving the webcast will be a one-time fee per webcast and includes NIH supporting the archived webcast on the Web Page for 12-months.

D. PER-MEETING COST FOR WEBCASTS "ARCHIVED" WITHIN "URGENT" PROCESSING TIMEFRAME OF 4-HOURS:

\$500.00 per meeting = Reimbursement is an additional flat rate per meeting of \$500 added to the \$108.00 per hour cost of "standard" archiving for NIH providing "accelerated" processing services to archive an NRC webcast and make it available on the webcast Web Page within 4-hours of either the conclusion of the actual "live" meeting or receipt of a VHS tape of the meeting from NRC (in the event of a disruption in the feed from NRC to NIH).

E. PER-MEETING COST FOR CD ROM STORAGE OF "ARCHIVED" WEBCASTS:

\$10.00 per meeting = Reimbursement is a flat rate per meeting for NIH providing each webcast to NRC on a CD ROM after conclusion of that webcast's 12-month availability on the webcast Web Page.

VII. ACCOUNTING INFORMATION:

The appropriate accounting information for Fiscal Year 2002 is as follows:

Agency Location Code:	3100 0001
Appropriation Number:	X0200
B&R No.:	240-15-511-160
Job Code:	B1458
Budget Object Code:	253A
Amount Obligated:	\$20,000

VIII. FUNDING:

Funds are provided under Fiscal Year 2002, Job Code B1458.

In **Attachment-A**, a detailed cost estimate is provided for the total cost NRC expects to reimburse to NIH in FY2002, based on the rates listed herein in Section VI REIMBURSEMENT, and the expected activity level in FY 2002 of approximately forty (40) meetings with an average duration of 3-hours.

IX. PROJECT OFFICERS:

For the Nuclear Regulatory Commission:

Donald K. Hall
Division of Administrative Services
Office of Administration
Washington, DC 20555
301-415-3507

For the National Institutes of Health:

Paul D. Hill, Chief
Operations Branch
Division of Network Systems and
Telecommunications
Center for Information Technology
6120 Executive Blvd, Suite 300
Rockville, Maryland 20852
301-435-6557

X. LEGAL AUTHORITY:

The authority for this agreement is 31 United States Code, Section 1535, the Economy Act which permits Federal Agencies to perform services for other Federal Agencies if funds are available to pay for services. The act allows servicing agencies to recover the costs incurred.

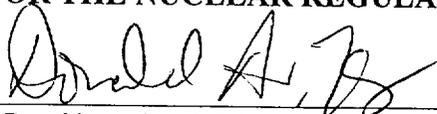
XI. DISCLAIMER:

The NRC will have responsibility for including the text-captioning into the combined feed transmitted to NIH in order to comply with the requirements of Section 508 of the Rehabilitation Act.

NRC will not accept responsibility for reimbursement of late fees or other costs incurred due to the negligence of NIH in complying with its obligation to third party contractors.

XII. AGENCY AUTHORIZATION TO ENTER INTO THIS AGREEMENT:

FOR THE NUCLEAR REGULATORY COMMISSION:

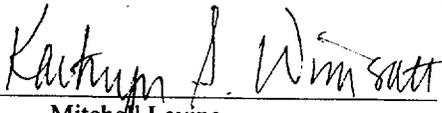


Donald A. King, NRC Contracting Officer
IT Acquisitions Branch
Division of Contracts and Property Management
Office of Administration
U.S. Nuclear Regulatory Commission

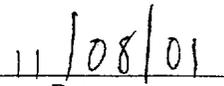


Date

FOR THE NATIONAL INSTITUTES OF HEALTH:



Mitchell Levine
Associate Director for Management
Center for Information Technology
National Institutes of Health



Date

NIH REIMBURSABLES - INDEPENDENT GOVERNMENT COST ESTIMATE

	UNIT COST	ANNUAL QUANTITY	UNIT OF ISSUE	LINE-ITEM COST	SUB-TOTALS
QUARTERLY FIXED COSTS:					
Cost per fiscal quarter for sufficient additional bandwidth for 100 concurrent users at 150kbps	\$9,000.00	4	Fiscal Quarter	\$36,000.00	
Cost per fiscal quarter for 100 additional "Real Networks" user licenses	\$1,725.00	4	Fiscal Quarter	\$6,900.00	\$42,900.00
PER-MEETING COSTS:					
Per-meeting cost for "live" webcasts (based on 40-meetings annually, averaging 3-hours each with 1-hour test)	\$55.00	160	HOUR	\$8,800.00	
Per-meeting cost for 40 3-hour webcasts "archived" within "standard" processing timeframe of 24-hours	\$108.00	120	HOUR	\$12,960.00	
Additional per-meeting cost for webcasts "archived" within "urgent" processing timeframe of 4-hours	\$500.00	2	EACH	\$1,000.00	
Per-meeting cost for CD ROM storage of "archived" webcasts	\$10.00	40	EACH	\$400.00	\$23,160.00
TOTAL ESTIMATED ANNUAL COST OF NIH WEBCASTING SUPPORT =					\$66,060.00
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