

JUN 04 2002

Offerors

SUBJECT: AMENDMENT NO. 1 TO REQUEST FOR QUOTE (RFQ) RS-01-179-016 UNDER THE CISSCO-II BLANKET PURCHASE AGREEMENTS FOR PLANNING, ARCHITECTURE, AND BUSINESS PROCESS RE-ENGINEERING

The subject RFQ has been amended to provide responses to offeror questions and incorporate additional terms for contractor compliance with U.S. immigration laws and regulations. The RFQ is amended as follows:

Offeror Questions

Enclosure 1 provides responses to specific questions received in relation to the subject RFQ.

Terms and Conditions

Enclosure 2 contains a revised version of Section D page 17, which adds the NRC clause entitled, "Compliance with U.S. Immigration Laws and Regulations," as the requirement pertains to the effort to be performed under the resultant order. For purposes of this order, the terms and conditions contained in Enclosure 2 are hereby incorporated. The page contained in Enclosure 2 hereby replaces the corresponding page in the SOW.

Offer Submission Date

The offer submission date is **not** extended, and remains **12:00 noon on June 7, 2002**.

Please confirm your receipt of this amendment to the subject RFQ prior to the offer due date, by e-mail to [saa2@nrc.gov](mailto:saa2@nrc.gov) or by written confirmation addressed to the US Nuclear Regulatory Commission, Attn: Sally Adams, IT Acquisition Management Branch - T7-12, Division of Contracts and Property Management, Washington, DC 20555.

Should you have any questions regarding this request, contact Sally Adams at (301) 415-6588 or by e-mail to [saa2@nrc.gov](mailto:saa2@nrc.gov).

Sincerely,  
Mark J. Flynn, Contracting Officer  
Information Technology Acquisition  
Management Branch  
Division of Contracts and Property Management  
Office of Administration

Enclosures:

- 1. Response to Questions
- 2. SOW Revised Page      Distribution: ITAMB r/f    SAdams    MKemerer    JSullivan

Document Name: OMB300Amend1      ADAMS Accession No.:

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DATE	6/3/02	6/14/02

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**Question 1:**

Interim Enterprise Architecture - The RFP calls for an Interim Enterprise Architecture to be developed by July 15, 2002. Assuming award of a contract is issued the week of June 11<sup>th</sup>, that leaves 4 weeks in which to gather information regarding current environment and develop consensus on an enterprise architecture.

What level of depth is anticipated for this interim EA?

**Answer**

The short answer is that the depth required is enough depth for the NRC to defend its investments to OMB and establishes the Agency-wide roadmap to achieve NRC's mission through optimal performance of its core business processes within an efficient information technology (IT) environment. Simply stated, enterprise architectures are blueprints for systematically and completely defining an organization's current (baseline) or desired (target) environment. Enterprise architectures are essential for evolving information systems and developing new systems that optimize their mission value. This is accomplished in logical or business terms (e.g., mission, business functions, information flows, and systems environments) and technical terms (e.g., software, hardware, communications), and includes a sequencing plan for transitioning from the baseline environment to the target environment. The NRC has developed an enterprise information technology architecture, however, it is a living document that is continually under revision. Initial work on the NRC Enterprise Architecture was done under contract to the NRC by a variety of consultants and staff, and the results of these studies will be brought to bear on the current work. .

The NRC enterprise architecture should define the interdependencies and interrelationships among NRC's business operations and the underlying information technology infrastructure and applications supporting those operations. This is accomplished in logical or business terms (e.g., mission, business functions, information flows, and systems environments) and technical terms (e.g., software, hardware, communications), and includes a sequencing plan for transitioning from the baseline environment to the target environment.

In point of fact, the NRC has many of these items in place. In particular, the NRC's Technical Reference Model, Technology Plan and other technical elements are in good shape and are under capable maintenance. The focus of this work is to update and revise the EA to ensure that it will allow the NRC to defend its investments to OMB. In this regard, an interim EA document (deliverable) needs to be formulated that ties together the existing pieces of NRC's EA, and which focuses on the business areas or lines of business (e.g., mission, business functions, information flows, and systems environments). In particular, the NRC is looking to this contractor to help coordinate and mediate this part of the deliverable with the NRC business offices. This will include validation and verification of the NRC EA. The interim EA document will include definition and documentation of the existing NRC EA, the target NRC EA, and a sequencing plan for moving from the former to the latter. There may be gaps, and those gaps will be documented and the contractor should suggest an action plan to resolve and fill in the gaps in future work.

**Question 2:**

Should this architecture be focused on application and application development architecture?

**Answer**

Yes, this should be emphasized over the infrastructure aspects of the EA.

**Question 3:**

Can data and infrastructure architecture be omitted?

**Answer**

They can be de-emphasized, however, they must be included to the extent that they support NRC applications. Data and infrastructure require at least high-level treatment in the current statement of work.

**Question 4:**

Should we suggest 5 or 6 major architectural domains and a set of technical issues to be determined and constituting an interim EA?

**Answer**

The NRC requires an interim Enterprise Architecture, even if it has gaps. The deliverable must be an interim Enterprise Architecture that will allow us to defend our position to OMB. The interim EA may have gaps that may raise the "technical issues" you are referring to in this question.

**Question 5:**

Active Systems and Required OMB 300s – NRC has 110 active systems and estimates that it will need to prepare 15-20 300s in addition to 4 existing "major" IT investments. NRC suggests that we assume 4-5 active systems will require a 300. The last deliverable for Phase I indicates, "Implementation Support to system owners for preparing Exhibit 300 submissions."

Are we to understand that NRC estimates that it will need to complete a total of 19-23 300 Exhibits?

**Answer**

Yes, the contractor should plan on providing support for 19-23 300 exhibits.

**Question 6:**

Is the Implementation Support deliverable limited to support for 4-5 Exhibit 300s?

**Answer**

No, see above.

**Question 7:**

Will NRC assign staff and allocate them time to complete each of the required Exhibit 300s?

**Answer**

There will be an NRC individual responsible for preparing each of the Exhibit 300's, the contractor will provide advice and guidance as required.

**Question 8:**

What is the degree of support anticipated under the Implementation Support deliverable? What is the level of consultant's responsibility for the completion of these Exhibit 300s under "Implementation Support"?

**Answer**

The contractor shall provide guidance based upon the deliverable process for obtaining information to those individuals required to prepare the exhibits 300s. Additionally, the contractor shall provide support as needed to clarify interpretations of the proposed advice and guidance.

**Question 9:**

Ref. SOW Para C.1, which states, "For planning purposes assume that 45 systems will require a 300." If five active systems will require a 300 and there are presently four 300s on existing "major" IT investments, does this mean the contractor will have to support preparation of no more than nine 300s? If more than nine, how many?

**Answer**

See answer to Question 5.

**Question 10:**

Ref. SOW Para C.2 which states "This effort will require providing support and guidance to personnel responsible for systems identified as requiring 300s." Have the systems been identified and, if so, how many are there?

**Answer**

Not at this time.

**Question 11:**

Does "support and guidance" mean mentoring and guidance of NRC staff in what must be done or does it mean the contractor will be involved in the actual collection and analysis of cost and benefit information for systems and actually preparing the 300s for NRC staff?

**Answer**

It refers to mentoring and guidance.

**Question 12:**

Ref. SOW Para C.2: Please describe the current state of NRC's Enterprise Architecture.

**Answer**

It received a level 1 rating (on a 1-5 scale) from GAO. Part of the contractor's responsibility will be to document the "as is" state of the current EA and develop and document the "to be" state and perform a gap analysis on what is needed to reach the proposed "to be" state.

**Question 13:**

Ref. SOW Para C.3, Phase I: The objective in C.2 is focused on FY2004 OMB 300 submission. The first sentence in this paragraph talks to the FY2002 OMB 300b submission. What is the operable guidance for the contractor to use to "develop, facilitate, and implement a process to complete FY2002 OMB 300b by 9/30/02?"

**Answer**

Use whatever draft OMB guidance is available as of June 4, 2002.

**Question 14:**

Ref. SOW Para C.3, Phase I List of Deliverables, 4th deliverable: Is there an operable process in place that includes representatives from all NRC organizations, with interest or systems, and is used to update and maintain NRC's EA?

**Answer**

No

**Question 15:**

Ref. SOW Para C.3, Phase I List of Deliverables, last deliverable: What level of support is envisioned?

**Answer**

See answer to Question 8.

**Question 16:**

Will the contractor's support be limited to providing guidance on the process and requirement?

**Answer**

Yes.

**Question 17:**

Will the contractor be required to support or develop financial, cost and, economic analysis?

**Answer**

No.

**Question 18:**

Ref. Sow Para C.4 Optional Phases: During the first phase a process may be dictated by the NRC that would substantially affect the level of contractor support for the optional periods. Will the exercise of options be bi-lateral?

**Answer**

The exercise of any option will be unilateral.

Enclosure 2

The contractor is responsible for monitoring its employees, consultants and subcontractors to ensure that government furnished IT equipment and/ or IT services, and/ or IT access are not being used for personal use, misused or abused. The government reserves the right to withdraw or suspend the use of its government furnished IT equipment, IT services and/ or IT access arising from contractor personal usage, or misuse or abuse; and/ or to disallow any payments associated with contractor (including the contractor's employees, consultants and subcontractors) personal usage, misuses or abuses of IT equipment, IT services and/ or IT access; and/ or to terminate for cause the contract or delivery order arising from violation of this provision.

#### **D.12 COMPLIANCE WITH U.S. IMMIGRATION LAWS AND REGULATIONS**

NRC contractors are responsible to ensure that their alien personnel are not in violation of United States Immigration and Naturalization (INS) laws and regulations, including employment authorization documents and visa requirements. Each alien employee of the Contractor must be lawfully admitted for permanent residence as evidenced by Alien Registration Receipt Card Form 1-151 or must present other evidence from the Immigration and Naturalization Services that employment will not affect his/her immigration status. The INS Office of Business Liaison (OBL) provides information to contractors to help them understand the employment eligibility verification process for non-US citizens. This information can be found on the INS web site, <http://www.ins.usdoj.gov/graphics/services/employerinfo/index.htm#obl>.

The NRC reserves the right to deny or withdraw Contractor use or access to NRC facilities or its equipment/services, and/or take any number of contract administrative actions (e.g., disallow costs, terminate for cause) should the Contractor violate the Contractor's responsibility under this clause.

Attachments:

1. Draft OMB 300 Guidance (c. May 7, 2002)