

# ORDER FOR SUPPLIES OR SERVICES

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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

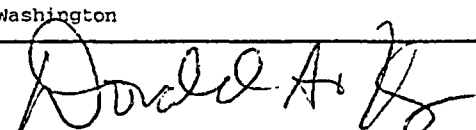
BPA NO.

1. DATE OF ORDER <b>APR 14 2002</b>		2. CONTRACT NO. (If any) GS23F9832H		6. SHIP TO:	
3. ORDER NO. DR-09-03-127 W012		4. REQUISITION/REFERENCE NO. CFO-06-323		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Jeffrey R. Mitchell, 301-415-6465 Mail Stop T-7-I-2 Washington, DC 20555				b. STREET ADDRESS Attn: Susan L. Jones, 301-415-6072 Mail Stop: T9-C4	
7. TO:		c. CITY Washington		d. STATE DC	e. ZIP CODE 20555
a. NAME OF CONTRACTOR FOXX & COMPANY				f. SHIP VIA	
b. COMPANY NAME ATTN: MARTIN O' NEILL				8. TYPE OF ORDER	
c. STREET ADDRESS 324 W 9TH ST				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery/task order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY CINCINNATI		e. STATE OH	f. ZIP CODE 452021908		
9. ACCOUNTING AND APPROPRIATION DATA 67N-15-5H1358 L1965 252A 31x0200 Obligate \$22,031.00 Contractor Duns: 095207841				10. REQUISITIONING OFFICE CFO	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input checked="" type="checkbox"/> a. SMALL		<input type="checkbox"/> b. OTHER THAN SMALL		<input type="checkbox"/> c. DISADVANTAGED	
<input type="checkbox"/> d. WOMEN-OWNED		<input type="checkbox"/> e. HUBZone		<input type="checkbox"/> f. EMERGING SMALL BUSINESS	
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) As Stated	
a. INSPECTION		b. ACCEPTANCE		16. DISCOUNT TERMS Net 30	

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	REFER TO THE ATTACHED DEFINITIZED ORDER FOR WORK ORDER NO.12					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)  17(i). GRAND TOTAL
	21. MAIL INVOICE TO:						
	a. NAME U.S. Nuclear Regulatory Commission Payment Team, Mail Stop T-9-H-4						
	b. STREET ADDRESS (or P.O. Box) Attn: (DR-09-03-127 W012)						
	c. CITY Washington	d. STATE DC	e. ZIP CODE 20555		f. AMOUNT \$22,031.00		
22. UNITED STATES OF AMERICA BY (Signature) 				23. NAME (Typed) Donald A. King Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER			

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

OPTIONAL FORM 347 (REV. 3/2005)  
PRECEDED BY 48 CFR 53.213(e)

ADM001

DR-09-03-127  
GS-23F-9832H  
WORK ORDER NO. 12

In accordance with the Terms and Conditions, DELIVERY ORDER CLAUSES, of the subject contract, Work Order No. 12 is definitized. The effort shall be performed in accordance with the attached Statement of Work.

The period of performance: Day of acceptance (See Below) through September 29, 2006.

Not to exceed ceiling amount: \$ 22,031.00  
Obligated amount: \$ 22,031.00

The following is a summary of the labor categories, number of hours and hourly labor rates.

<u>LABOR CATEGORY</u>	<u>EST. HOURS</u>	<u>LABOR RATE</u>	<u>EST. COST</u>
Partner	[REDACTED]	[REDACTED]	\$7,993.00
Manager	[REDACTED]	[REDACTED]	\$14,038.00
		<u>Total Est. Cost</u>	<u>\$22,031.00</u>

The following individuals are considered to be essential to the successful performance of work hereunder:

[REDACTED] [REDACTED]

The Contractor agrees that such personnel shall not be removed from the effort under the work order without compliance with contract clauses, NRCAR 2052.215-70 entitled, "KEY PERSONNEL."

Your contacts during the course of the work order are:

Technical Matters:  
Susan Jones, Project Officer  
301-415-6072

Contractual Matters:  
Jeffrey R. Mitchell, Contract Specialist  
301-415-6465

The issuance of this work order does not amend any terms or conditions of the delivery order under the GSA FSS Contract.

Accepted Work Order No. 12:

MARTIN W. O'NEILL

NAME

Partner

Title

4/17/06

Date

(Effective Start Date of this Order)

**STATEMENT OF WORK**  
**WORK ORDER NO. 12**  
**CONTRACT NO. DR-09-03-127**

Title: Fee Billing Exception Reporting Process  
Technical Monitor: Gordon Peterson: 301-415-7348  
Designated Alternatives: Susan Jones: 301-415-6072

Background

The U.S. Nuclear Regulatory Commission (NRC) is required to recover a major portion of its annual budget. In order to implement this requirement, the NRC assesses fees in compliance with the Omnibus Budget Reconciliation Act of 1990 (OBRA-90), as amended, and the Independent Offices Appropriation Act of 1952 (IOAA). Fees are assessed as established in 10 Code of Federal Regulations (CFR) Part 170 and 10 CFR Part 171.

OMB Bulletin No. 01-02 requires managers of federal agencies to establish and maintain a system of internal controls designed to provide managers with reasonable assurance that the agency can achieve its objectives and goals. The FY 2005 audit identified internal control weaknesses related to the NRC fee billing process.

The Part 170 license fee filtering process classifies transactions as fee billable or non-fee billable according to the data type, the relationship between data elements, and program logic. For example, a transaction is rejected because it has a planned activity code (PA) that is incorrectly linked to a technical activity code (TAC).

Objective

The objective of this work order is to develop and implement one or more exception (i.e., error) reports for the Part 170 fee billing process. These reports will be used to identify transactions that are not selected as fee billable and to resolve any corresponding data errors during each quarterly Part 170 fee billing cycle.

Work Requirements

The contractor shall provide qualified personnel to complete the following tasks:

1. Identify and document the license fees Part 170 filtering process, as follows:
  - a. Include all filters applied by the HRMS/TL interface and the License Fee Reports System. The document shall be in sufficient detail to enable the LFT to develop programming specifications (e.g., include all data elements, corresponding criteria, etc.).
  - b. Classify all types of transactions that are rejected by the filtering process.

- c. Rank the types of transactions that are rejected for each classification by the level of risk associated with a potential error in the Part 170 fee billing process.
2. Develop a template (i.e., proposed layout) for one or more fee billing exception report(s) that identify high risk transactions rejected by the license fee filtering process and the reason those transactions were rejected.
3. Develop and document procedures for resolving the fee billing exceptions. The procedures shall identify the NRC office, division and team ultimately responsible for resolving the error.
4. Assist with preparation of a test plan to verify the accuracy of the report output, test the fee billing exception report(s) and document the results.

**NOTE:** The NRC acknowledges that Work Requirements 1-4 do not require an IT expertise

#### Deliverables

- |    |   |                            |
|----|---|----------------------------|
| a. | Documented Filtering Process            | - 20 work days after award |
| b. | Report Template                         | - 30 work days after award |
| c. | Fee Billing Exception Report Procedures | - 40 work days after award |
| d. | Test Results                            | - September 29, 2006       |

#### Meetings

The contractor shall attend approximately weekly status meetings at the NRC Two White Flint North Building located at 11545 Rockville Pike, Rockville, Maryland. The date and time of each meeting will be coordinated between the contractor and the NRC Project Officer or designated alternatives.

#### NRC Furnished Materials/Equipment (GFE)

The NRC shall provide the contractor with the following items for use under task order:

Computer reports, financial and accounting documents, and other documentation relevant to this task order.

Personal computers, calculators, telephones, copy and facsimile machines will be provided to certain on-site contractor staff for support of this task order.

#### Progress Payments

Payments under this task order shall be in accordance with contract clause B.24, "Progress Payments - Commercial Items."