

**SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS  
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30**

1. REQUISITION NO. **07-196**  
**NRC Order No. DR-16-07-196**

PAGE 1 OF

2. CONTRACT NO. GS23F0097M	3. AWARD/EFFECTIVE DATE 06-27-2007	4. ORDER NO. DR-16-07-196	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
-------------------------------	---------------------------------------	------------------------------	------------------------	----------------------------

7. FOR SOLICITATION INFORMATION CALL:	a. NAME Romena R. Moy	b. TELEPHONE NO. (No Collect Calls) 301-415-6207	8. OFFER DUE DATE/LOCAL TIME
---------------------------------------	--------------------------	---	------------------------------

9. ISSUED BY U.S. Nuclear Regulatory Commission Division of Contracts Contracts Management Branch #1 Mail Stop T-7-I-2 Washington, DC 20555	CODE 3100	10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100 % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> EMERGING SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input checked="" type="checkbox"/> 8(A)
--	--------------	---

11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS None	13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>	13b. RATING N/A	14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP
--	----------------------------	---	--------------------	--

15. DELIVER TO U.S. Nuclear Regulatory Commission Office of Public Affairs Attn: Scott Burnell Mail Stop O-2-A-12 Washington DC 20555	CODE	16. ADMINISTERED BY U.S. Nuclear Regulatory Commission Division of Contracts Contracts Management Branch #1 Mail Stop T-7-I-2 Washington, DC 20555	CODE 3100
--	------	---	--------------

17a. CONTRACTOR/OFFEROR CATVIDEO, INC 2742 PARKVIEW DR NE ATLANTA GA 303453321 TELEPHONE NO. 404-315-9700	CODE D&B#126978647	FACILITY CODE	18a. PAYMENT WILL BE MADE BY U.S. Nuclear Regulatory Commission Payment Team, Mail Stop T-9-H-4 Attn: (insert contract or order number) Washington DC 20555	CODE 3100
---	-----------------------	---------------	---	--------------

17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER

18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED  
 SEE ADDENDUM

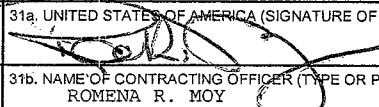
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	The Contractor shall provide a U.S. Nuclear Regulatory Commission (NRC) New Reactor Licensing Process Video in accordance with the following Statement of Work and all requirements herein.  (Use Reverse and/or Attach Additional Sheets as Necessary)				

25. ACCOUNTING AND APPROPRIATION DATA B&R: #77K-15-511-380 Job Code: #N7041 BOC: #252A Appropriation No.: #31X0200 OBLIGATE: \$30,000.00	26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$30,000.00
--	--

<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4. FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA	<input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.
<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA	<input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED

28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED

29. AWARD OF CONTRACT: REF. CATVIDEO Quote OFFER DATED June 19, 2007. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS:

30a. SIGNATURE OF OFFEROR/CONTRACTOR	31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT)	31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) ROMENA R. MOY CONTRACTING OFFICER
30c. DATE SIGNED	31c. DATE SIGNED 6-27-07

## A.1 BRIEF DESCRIPTION OF WORK (MAR 1987)

### Background

The U.S. Nuclear Regulatory Commission's mission is to regulate the safe commercial use of nuclear materials and nuclear power to ensure the protection of public health and safety and the environment, and the common defense and security. This mission includes reviewing applications for new nuclear power plants to ensure such facilities will meet applicable safety and environmental regulations before issuing licenses or related products.

### Objective

The Contractor shall use an NRC-provided script to produce, direct and deliver a professional, high-quality educational video presentation about the NRC's new reactor licensing process not to exceed 5 minutes and that is appropriate for the general public and Congressional staff. This requires the Contractor to provide a full-service production company including personnel, facilities, materials, and services to shoot any needed footage, provide narration, special effects and graphics, and perform all editing required for the video.

### Proposal Requirements

The Nuclear Regulatory Commission (NRC) seeks a full-service production company to produce a 5-minute video presentation about the agency's new reactor licensing process and how the process's procedures protect the public and the environment. The overriding focus of the process is to ensure the agency reaches accurate decisions on whether to issue licenses and certifications related to new reactors.

While the overall theme of the video should focus on how the licensing process ensures any new reactor will operate safely, it should also underscore the agency's commitment to ensure the public has ample opportunity to participate in the process, through public meetings and NRC requests for comment, and even oppose applications. The video should also highlight the NRC's dedication to technical excellence.

The video should be contemporary, upbeat, engaging and appealing to the general public. It should focus on the NRC's nuclear safety role without promoting the use of nuclear energy.

### Audience

Audiences would typically include congressional staff, reporters, high schools, community organizations, consumer groups, and other non-technical individuals or groups interested in learning about how nuclear reactors are licensed. The video will be used on the NRC's Web site via streaming video on the NRC Web site and at public meetings and briefings related to new reactor applications. The video should target about the tenth grade level of education without, however, turning off a more sophisticated audience.

### Period of Performance

The project is to be completed no later than September 28, 2007. This includes all approvals, shooting and production of the final video.

### Scope of Work

The Contractor shall produce, direct, and videotape (within a 150-mile radius of Atlanta, GA) any needed footage, (NRC has some existing B-roll footage) and perform all editing to complete a 5-minute educational video. Videotaping should take no more than 4 business days. The program is to be shot on digital Beta or DV cam and mastered on DVD. The NRC is responsible for duplicating, converting and distributing the video.

The Contractor shall provide music, and develop artwork, special effects and animated graphics for incorporation into the video as needed. The Contractor shall offer a narrator to be approved by NRC (NRC may provide a narrator of its own). With NRC's approval, stock footage may be used from the NRC, Nuclear Energy Institute, Department of Energy, or other available sources located by the Contractor.

### NRC Project Manager

Scott Burnell, Public Affairs Officer, Office of Public Affairs, 301-415-8204.

### Reviews and Approvals

The storyboard, first cut and edited master videos will be reviewed by Mr. Burnell and Eliot Brenner, Director of the Office of Public Affairs. The script, detailed storyline and the first cut master video will be reviewed by the Commission before OPA gives approval for the Contractor to proceed. Changes will be made as requested.

The NRC's inspection and acceptance of final deliverables will be made using the following criteria:

1. Quality of video image including focus, stability and accuracy of flesh tones, uniformity and accuracy of colors of clothing, equipment, offices, and exterior locations.
2. Quality of sound including uniformity of sound levels, clarity of narration and ambient sound, proper balance between music tracks, sound effect tracks, narration and ambient sound.
3. Lack of damage, scratches, and image interference on master.

The NRC will provide staff for non-speaking roles and determine sites for shooting the video. The Contractor will identify appropriate narrators and music to be approved by the NRC.

### Meeting and Travel

A meeting will be required with the Contractor team (producer, videographer and any others) shortly after contract award to discuss pre-production planning. Additional meetings will be required for each production deliverable with the Project Manager and Director of Public Affairs at NRC Headquarters in Rockville, Maryland. Travel in connection with pre-production planning

and production may be needed to shoot some videotape for adequate coverage of NRC activities at the Technical Training Center in Chattanooga, TN and in Region II (Atlanta, GA). If quality stock footage of nuclear facilities is not available, some shooting will be needed at such

facilities as the Sequoyah Nuclear Power Plant near Chattanooga, or the Bellefonte site near Scottsboro, AL.

#### Materials/Resources

The Project Manager will provide available background materials from NRC such as booklets, fact sheets, annual reports, videos, photos and slides for the Contractor's possible use in production. The Contractor will augment this material with those available elsewhere. The Project Manager may identify a number of additional sources of information outside of NRC (e.g., Nuclear Energy Institute) for the Contractor to research, if needed. Any shooting arrangements needed at nuclear facilities and the NRC will be set up through the Project Manager. Any releases, copyrights, waivers or other legal requirements will be obtained by the Contractor.

The Contractor shall provide professional production personnel required to complete the videotape. This could include but not be limited to producer, director, videographer, animation artist, on- and off-line editors, and narrator.

#### Deliverables

1. Storyboard outline, and a work plan for completing the project.
2. Final production script and any changes in treatment, storyboard.
3. First cut, unedited master.
4. One edited, high-quality DVD production master. All raw footage, music scores, graphics, special effects, and the edit decision list in the form of a hard copy and digital file of the final program must also be provided.

Deliverables are to be provided to the NRC Project Manager. The master and all raw footage will become the property of the NRC and must be furnished to NRC upon completion of the project.

**TASK ORDER TERMS AND CONDITIONS**  
**NOT SPECIFIED IN THE GSA SCHEDULE CONTRACT**

---

**A.2 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)**

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within thirty (30) days prior to the end of the performance period.

**A.3 PROJECT OFFICER AUTHORITY (FEB 2004)**

(a) The contracting officer's authorized representative hereinafter referred to as the project officer for this contract is:

Name:	Scott R. Burnell
Address:	U.S. Nuclear Regulatory Commission Office of Public Affairs 11555 Rockville Pike, MS O-2-A-12 Rockville, MD 20852
Telephone Number:	301-415-8204

(b) Performance of the work under this contract is subject to the technical direction of the NRC project officer. The term "technical direction" is defined to include the following:

(1) Technical direction to the contractor which shifts work emphasis between areas of work or tasks, authorizes travel which was unanticipated in the Schedule (i.e., travel not contemplated in the Statement of Work (SOW) or changes to specific travel identified in the SOW), fills in details, or otherwise serves to accomplish the contractual SOW.

(2) Provide advice and guidance to the contractor in the preparation of drawings, specifications, or technical portions of the work description.

(3) Review and, where required by the contract, approval of technical reports, drawings, specifications, and technical information to be delivered by the contractor to the Government under the contract.

(c) Technical direction must be within the general statement of work stated in the contract. The project officer does not have the authority to and may not issue any technical direction which:

(1) Constitutes an assignment of work outside the general scope of the contract.

(2) Constitutes a change as defined in the "Changes" clause of this contract.

(3) In any way causes an increase or decrease in the total estimated contract cost, the fixed fee, if any, or the time required for contract performance.

(4) Changes any of the expressed terms, conditions, or specifications of the contract.

(5) Terminates the contract, settles any claim or dispute arising under the contract, or issues any unilateral directive whatever.

(d) All technical directions must be issued in writing by the project officer or must be confirmed by the project officer in writing within ten (10) working days after verbal issuance. A copy of the written direction must be furnished to the contracting officer. A copy of NRC Form 445, Request for Approval of Official Foreign Travel, which has received final approval from the NRC must be furnished to the contracting officer.

(e) The contractor shall proceed promptly with the performance of technical directions duly issued by the project officer in the manner prescribed by this clause and within the project officer's authority under the provisions of this clause.

(f) If, in the opinion of the contractor, any instruction or direction issued by the project officer is within one of the categories as defined in paragraph (c) of this section, the contractor may not proceed but shall notify the contracting officer in writing within five (5) working days after the receipt of any instruction or direction and shall request the contracting officer to modify the contract accordingly. Upon receiving the notification from the contractor, the contracting officer shall issue an appropriate contract modification or advise the contractor in writing that, in the contracting officer's opinion, the technical direction is within the scope of this article and does not constitute a change under the "Changes" clause.

(g) Any unauthorized commitment or direction issued by the project officer may result in an unnecessary delay in the contractor's performance and may even result in the contractor expending funds for unallowable costs under the contract.

(h) A failure of the parties to agree upon the nature of the instruction or direction or upon the contract action to be taken with respect thereto is subject to 52.233.1 . Disputes.

(i) In addition to providing technical direction as defined in paragraph (b) of the section, the project officer shall:

(1) Monitor the contractor's technical progress, including surveillance and assessment of performance, and recommend to the contracting officer changes in requirements.

(2) Assist the contractor in the resolution of technical problems encountered during performance.

(3) Review all costs requested for reimbursement by the contractor and submit to the contracting officer recommendations for approval, disapproval, or suspension of payment for supplies and services required under this contract.

(4) Assist the contractor in obtaining the badges for the contractor personnel.

(5) Immediately notify the Security Branch, Division of Facilities and Security (SB/DFS) (via e-mail) when a contractor employee no longer requires access authorization and return of any NRC issued badge to SB/DFS within three days after their termination.”

(6) Ensure that all contractor employees that require access to classified Restricted Data or National Security Information or matter, access to sensitive unclassified information (Safeguards, Official Use Only, and Proprietary information) access to sensitive IT systems or data, unescorted access to NRC controlled buildings/space, or unescorted access to protected and vital areas of nuclear power plants receive approval of SB/DFS prior to access in accordance with Management Directive and Handbook 12.3.

#### **A.4 2052.215-77 TRAVEL APPROVALS AND REIMBURSEMENT (OCT 1999)**

(a) All foreign travel must be approved in advance by the NRC on NRC Form 445, Request for Approval of Official Foreign Travel, and must be in compliance with FAR 52.247-63 Preference for U.S. Flag Air Carriers. The contractor shall submit NRC Form 445 to the NRC no later than 30 days before beginning travel.

(b) The contractor must receive written approval from the NRC Project Officer before taking travel that was unanticipated in the Schedule (i.e., travel not contemplated in the Statement of Work, or changes to specific travel identified in the Statement of Work).

(c) The contractor will be reimbursed only for those travel costs incurred that are directly related to this contract and are allowable subject to the limitations prescribed in FAR 31.205-46.

(d) It is the responsibility of the contractor to notify the contracting officer in accordance with the Limitations of Cost clause of this contract when, at any time, the contractor learns that travel expenses will cause the contractor to exceed the estimated costs specified in the Schedule.

(e) Reasonable travel costs for research and related activities performed at State and nonprofit institutions, in accordance with Section 12 of Pub. L. 100-679, shall be charged in accordance with the contractor's institutional policy to the degree that the limitations of Office of Management and Budget (OMB) guidance are not exceeded. Applicable guidance documents include OMB Circular A-87, Cost Principles for State and Local Governments; OMB Circular A-122, Cost Principles for Nonprofit Organizations; and OMB Circular A-21, Cost Principles for Educational Institutions.

#### **A.5 PACKAGING AND MARKING (MAR 1987)**

The Contractor shall package material for shipment to the NRC in such a manner that will ensure acceptance by common carrier and safe delivery at destination. Containers and closures shall comply with the Interstate Commerce Commission Regulations, Uniform Freight Classification Rules, or regulations of other carriers as applicable to the mode of transportation. On the front of the package, the Contractor shall clearly identify the contract number under which the product is being provided.

#### **A.6 PLACE OF INSPECTION AND ACCEPTANCE (MAR 1987)**

Inspection and acceptance of the deliverable items to be furnished hereunder shall be made by the Project Officer at the destination.

**A.7 DURATION OF CONTRACT PERIOD (MAR 1987)**

This contract shall commence on the effective date and will expire September 28, 2007.

**A.8 SEAT BELTS**

Contractors, subcontractors, and grantees, are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

**A.9 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 website, <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.

(End of Clause)