

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 6

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

BPA NO. DR-09-06-131

1. DATE OF ORDER JUL 23 2007	2. CONTRACT NO. (if any)	6. SHIP TO:
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3. ORDER NO. 006	MODIFICATION NO.	4. REQUISITION/REFERENCE NO. CFO-06-131	a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission
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5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Adelis M Rodriguez, 301-415-5719 Mail Stop T-7-I-2 Washington, DC 20555			b. STREET ADDRESS Attn: Adelis M Rodriguez Mail Stop: T7 I2	
c. CITY Washington		d. STATE DC	e. ZIP CODE 20555	

7. TO:	f. SHIP VIA
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a. NAME OF CONTRACTOR AEGIS.NET, INC AEGIS.NET	8. TYPE OF ORDER	
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b. COMPANY NAME	<input type="checkbox"/> a. PURCHASE REFERENCE YOUR Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	<input checked="" type="checkbox"/> b. DELIVERY Except for billing instructions on the reverse, this delivery 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.
c. STREET ADDRESS 1616 ANDERSON RD	e. STATE VA	f. ZIP CODE 221021621

9. ACCOUNTING AND APPROPRIATION DATA B&R: 77N-15-5H1-357 Job: N7242 BOC: 252A Approp.:31X0200 Obligate: \$76,789.30 FFS: CFO-07-350 DUNS: 152858358	10. REQUISITIONING OFFICE CFO
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11. BUSINESS CLASSIFICATION (Check appropriate box(es))	12. F.O.B. POINT N/A
<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 SMALLBUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED	

13. PLACE OF	14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION destination	b. ACCEPTANCE destination		

17. SCHEDULE (See reverse for Rejection(s))

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
001	Aegis.net will provide IV&V services according to the requirements provided in the attached statement of work. The labor rates applicable are the ones agreed under the BPA DR-09-06-131, presented below: Functional Expert - year 1				\$3,474.68	
002	Iv&V Technical Specialist - year 1				\$59,384.50	
003	Functional Expert - year 2				\$1,295.12	
004	Iv&V Technical Specialist - year 2				\$12,635.00	

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:			17(i) GRAND TOTAL
a. NAME U.S. Nuclear Regulatory Commission Payment Team, Mail Stop T-7-I-2			
b. STREET ADDRESS (or P.O. Box) Attn: DR-09-06-131 TO 6			
c. CITY Washington	d. STATE DC	e. ZIP CODE 20555	\$76,789.30

22. UNITED STATES OF AMERICA BY (Signature) <i>John S. Dhir</i>	23. NAME (Typed) Neha S. Dhir Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER
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OPTIONAL FORM NO. 34 (REV. 12-2006)
PRESCRIBED BY GSA/FAR 48 CFR 101-11.6

SUNSI REVIEW COMPLETE

ADMOO2

**STATEMENT OF WORK FOR TASK ORDER NO. 006 TO PROVIDE COMPUTER
INDEPENDENT VERIFICATION AND VALIDATION SERVICES
FOR THE FEES SYSTEM (FEES)**

1.0 BACKGROUND

The Office of the Chief Financial Officer (OCFO) of the U.S. Nuclear Regulatory Commission (NRC) requires independent verification and validation (IV&V) services for the steady state OCFO financial management systems, systems under development, and legacy systems replacement efforts.

The NRC requires the support of a contractor to perform independent verification and validation services for the OCFO financial management systems. The contractor will use the Office of Information Services (OIS) Management Directive (MD) 2.8, Project Management Methodology (PMM) requirements or other requirements as directed by NRC Project Officer to evaluate and support OCFO steady state systems, systems under development, and legacy systems replacement efforts. These services shall include but not be limited to (1) establishing a process for requirements and design reviews, (2) support of the project team in resolving all software-related issues, (3) evaluation and support of test planning, test validation, execution, and reporting, and (4) providing reports on specific findings and recommendations for actionable items continuously throughout the process.

2.0 OBJECTIVES

The objective of this task order is to provide independent and expert information technology support services for IV&V activities. The IV&V activities will be in support of the OCFO financial systems operational, under development, and planned. The contractor shall meet the following objectives:

- (1) Evaluate system and design requirements and other documents to ensure that critical requirements are identified,
- (2) Review test planning to ensure that thorough analysis, design, development, testing, and reporting of all required functionality is completed,
- (3) Validate test results against requirements/expectations, and
- (4) Provide reports on specific findings and recommendations for actionable items continuously throughout the process.

3.0 SCOPE OF WORK

The OCFO has developed an automated method (i.e., a "tool") that compares time and labor transactions to billing transactions and identifies discrepancies. Originally designed to perform an automated statistical sampling, the tool's purpose has evolved into a control intended to provide a completeness and accuracy verification for the Part 170 licensing and fuel actions billing.

IV&V services are needed during Fiscal Year 2007, to assure that the automated comparison tool consistently and correctly reflects the requirements and expectations of the OCFO Fees System owner and users. The tool is written in Structured Query Reporting (SQR) language

and utilizes data obtained from the NRC's Human Resources Management System (Time & Labor) and the License Fee Reporting System (FEES). The OCFO requires verification that the tool performs accurately based on written specifications, and validation to ensure that it complies with operational and technical requirements.

4.0 SPECIFIC TASK REQUIREMENTS

4.1.1 Task 1 - Fees System Comparison Tool Review for FY07

Requirements

The contractor shall:

1. Develop an IV&V Plan to include a proposed work schedule showing milestones, critical activities and dependencies for the completion of work.
2. Obtain an overview of the process and expectations.
3. Establish a baseline IV&V Plan prior to the start of the project task that includes the proposed IV&V methodology or approach and schedule that will be used for each IV&V artifact.
4. Identify a preliminary list of the processes, products, and inputs to be evaluated by the IV&V process in coordination with the PMM or Project Officer.
5. Review available documentation, e.g., requirements, specifications, statistical sampling strategy, Users Guide.
6. Verify requirements definition to determine whether or not they are complete, well-defined, accurate, readable, and testable. Identify any shortcomings.
7. Review acceptance test cases. Determine whether or not test coverage is adequate and identify any shortcomings.
8. Conduct independent tests to include a code review and other methods, as appropriate, that will analyze the flow of data, computational correctness, algorithms, handling of boundary conditions, input/output validation, error handling, process definition, storage limitations, etc., to validate that functional requirements are met. Also analyze any additional security risks that may be introduced either by the tool or the environment with which it interfaces.
9. Perform operational readiness review. Assess the feasibility of maintaining the tool, as well as its deployment and operational readiness.
10. Provide a written report that states all findings and recommendations. Evaluate the product to ensure compliance with requirements. Include results of the code review, as well as overall findings at both a technical and

executive level. Describe, in detail, the functions that the tool is performing and how it is completing it.

11. Provide notification in a timely manner if prior to the delivery date of the draft IV & V Report questions or issues arise requiring action.

Standard

The contractor shall prepare a report template for each artifact requiring IV&V. The report template is to include at a minimum, an executive summary of no more than 5 pages summarizing the results of the review and conclusion. The report template shall also include the detail activity of the IV&V activities, tasks and results, including status and disposition of anomalies and risks.

Deliverables

The contractor shall deliver the following:

Item	Name	Due Date
1	Draft Independent Verification and Validation Plan	5 work days after task order award
2	Final Independent Verification and Validation Plan	5 work days after NRC approval of draft
3	Draft Report Template	10 work days after task order award
4	Final Report Template	5 work days after NRC approval of draft
5	Draft IV&V Report for Each Artifact Provided	10 work days after submission of artifact to be IV&V'd
6	Final IV&V Report for Each Artifact Provided	5 work days after NRC approval of draft and within seven weeks of task order award

Note: The NRC will provide the approval for each draft report within 5 work days after receipt of the draft.

5.0 OVERALL PERFORMANCE STANDARDS AND DEDUCTION SCHEDULE:

The following processes will be used by NRC to motivate successful performance of the contract requirements stated herein:

Failure by the Contractor to comply with any of the procedures and/or contract requirements stated herein shall constitute a "valid-deficiency" under this contract, unless the failure can be shown to be caused by circumstances beyond the Contractor's control.

No more than one (1) contract-deficiency shall be allowed by NRC per calendar-month period, in which the NRC-PO determines the discrepancy is a "valid-deficiency" for non-compliance with any Contract Requirements.

The Contractor shall invoice monthly with a single invoice that includes a breakdown of the cost of all support provided during the previous calendar-month's period. For any month in which the Contractor fails to comply with the contract requirements stated herein, NRC reserves the right to deduct the following amounts from that month's total monthly invoice payment:

- 0-1 Valid-deficiency's per calendar-month period will result in no deduction;
- 2 Valid-deficiency's per calendar-month period will result in 5% of the total monthly invoice being deducted;
- 3 Valid-deficiency's per calendar-month period will result in 6% of the total monthly invoice being deducted;
- 4 Valid-deficiency's per calendar-month period will result in 7% of the total monthly invoice being deducted;
- 5 Valid-deficiency's per calendar-month period will result in 8% of the total monthly invoice being deducted;
- 6 Valid-deficiency's per calendar-month period will result in 10% of the total monthly invoice being deducted.

NOTE: Under the Performance Incentives listed above, NRC will not deduct more than a total of 10% from the monthly invoice.

The deductions listed above do not prevent NRC from taking other appropriate actions to correct performance problems under this contract.

6.0 ACCEPTANCE CRITERIA

For Task 1 in Section 4.0 above, the contractor shall prepare a final IV&V report to include, at a minimum, scope of work, methodology, findings, traceability matrix, and recommendations. The report deliverable should provide sufficient detail to ensure completeness, consistency, correctness, and accuracy of the work performed. All deliverable products shall be grammatically correct according to industry standard rules and contain correct spelling. All technical and financial terms shall be clearly defined to be understood by all readers. All final deliverable products will be approved in writing by the PO or a designated representative.

7.0 MEETINGS AND TRAVEL

7.1.1 Kick-off Meeting

For Task 1 in Section 4.0 above, the contractor shall participate in a kick-off meeting no later than five (5) business days after award to introduce the NRC Project Officer, the Task Manager, and other NRC representatives. The purpose of the meeting is to review and discuss the OCFO's goals for the project and to establish contractor/NRC communications report framework for the project. Further, discussion shall include the PMM phases and corresponding deliverables as identified in Section 5.0, Deliverables. Internal NRC documents will be coordinated during this meeting.

7.1.2 Travel

For Task 1 in Section 4.0 above, the contractor shall complete work associated with these tasks at the contractor's own facilities and/or NRC Headquarters in Rockville, MD. Travel to other locations will not be required.

8.0 GOVERNMENT FURNISHED MATERIALS AND EQUIPMENT

For Task 1 in Section 4.0 above, to facilitate the work to be performed, the NRC will, upon request, provide the contractor with any and all materials documenting current applications systems, processes, requirements, and access to Government and other contractor personnel as required. Such documentation may include Users, Guides, As-Built Guides, among others.

9.0 PERIOD OF PERFORMANCE

The period of performance for task order No. 006 is six months from the date of task order award.