ORDER FOR SUPPLIES OR SERVICES

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

BPA NO.   BASIC

1. DATE OF ORDER JUN 1 2 2008	2. CONTRACT NO. (If any) GS35F0229K		6. SHIP TO:

3. ORDER NO. DR-33-06-317-T046   MODIFICATION NO.

4. REQUISITION/REFERENCE NO.
ADM-08-407
dtd: 5/21/2008

6. SHIP TO:

a. NAME OF CONSIGNEE
U.S. Nuclear Regulatory Commission

5. ISSUING OFFICE (Address correspondence to)
U.S. Nuclear Regulatory Commission
Div. of Contracts
Attn: CMB3
Mail Stop T-7-I-2
Washington, DC 20555

b. STREET ADDRESS
Attn: Bill Dabbs
11545 Rockville Pike
Mail Stop: 2-C2M

c. CITY Washington	d. STATE DC	e. ZIP CODE 20555

7. TO:

f. SHIP VIA

a. NAME OF CONTRACTOR
MAR, INCORPORATED

8. TYPE OF ORDER

b. COMPANY NAME

☐ a. PURCHASE	☒ b. DELIVERY
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.	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
1803 RESEARCH BLVD STE 204

d. CITY ROCKVILLE	e. STATE MD	f. ZIP CODE 208506106

9. ACCOUNTING AND APPROPRIATION DATA
B&R:84015-5B11160   JC:B1458   BOC:252A   APP:X0200
FFS:ADM08407   OBLIGATE: $45,461.00

10. REQUISITIONING OFFICE   CSO

11. BUSINESS CLASSIFICATION (Check appropriate box(es))

☒ a. SMALL	☐ b. OTHER THAN SMALL	☐ c. DISADVANTAGED	☐ g. SERVICE-DISABLED VETERAN-OWNED
☐ d. WOMEN-OWNED	☐ e. HUBZone	☐ f. EMERGING SMALLBUSINESS	

12. F.O.B. POINT   Destination

13. PLACE OF

a. INSPECTION Rockville, MD	b. ACCEPTANCE Rockville, MD

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)
1/28/2009

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)
	TASK ORDER 46 UNDER ORDER DR-33-06-317 (CISSS): The contracator shall provide the U.S. Nuclear Regulatory Commission with, "Division of Facilities & Security (DFS) Integrated Personnel Security System (IPSS) Contingency Planning" services in accordance with the following:					
	- The attached Statement of Work					
	- The attached Schedule of Supplies or Services and Price/Cost					
	- The terms and conditions of GSA Contract GS-35F-0229K					
	- The terms and conditions of NRC Order DR-33-06-317					
	Reference: MAR Quotation (2008-074/WA971), dtd 6/10/2008					
	DUNS: 062021639					
	ACCEPTANCE:					

Linda Klages 6/18/2008

Signature   Date

Linda Klages/VP Contracts
Print Name/Title MAR, Incorporated

18. SHIPPING POINT

19. GROSS SHIPPING WEIGHT

20. INVOICE NO.

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

a. NAME
Department of Interior / NBC
NRCPayments@nbc.gov

b. STREET ADDRESS (or P.O. Box)
Attn: Fiscal Services Branch - D2770
7301 W. Mansfield Avenue

c. CITY Denver	d. STATE CO	e. ZIP CODE 80235-2230

17(h) TOTAL (Cont. pages)

17(I). GRAND TOTAL $53,775.27

22. UNITED STATES OF AMERICA BY (Signature)
Eleni Jernell

23. NAME (Typed)
Eleni Jernell
Contracting Officer
TITLE: CONTRACTING/ORDERING OFFICER

STATEMENT OF WORK

DELIVERY ORDER DR-33-06-317

TASK ORDER NO. 46

TITLE: Division of Facilities and Security (DFS) Integrated Personnel Security System (IPSS) Contingency Planning

1.0 OBJECTIVE

The contractor shall assist the Computer Security Office (CSO) with the development, verification, and validation of the Contingency Planning Process for the following Division of Facilities & Security (DFS) Automated Information Systems (AIS)

1. Integrated Personnel Security System (IPSS) - Sensitivity: Confidentiality (Moderate), Integrity (Moderate), and Availability (Low).

2.0 BACKGROUND

The following summarizes the systems that the contractor will be working with:

1. Please refer to the current IPSS Security Categorization document (ML0607406760) for a description of the system boundaries and scope.

IPSS is classified as a Major Application system. The system tracks and manages the personnel security (security clearances, investigative and access authorizations data) and badging data associated with the issuance of permanent and temporary badges, drug program data associated with applicant drug testing and employee random drug testing, incoming and outgoing classified visit data, and facility clearance data associated with contractor companies that must have a facility clearance.

IPSS is a web-based system. The system's software environment consists of Web Logic Web Server, Java, and Sybase Database. The system utilizes two Dell Servers (HQ2KIPS1) and (IRM36SYBASE), and their operating system is Windows 2000 Server. The system maintains text, numerical, and image data types. The data maintained by the system includes information subject to the Privacy Act, and it is classified as sensitive.

Neither the system nor the data within it are linked to other electronic systems, either internal or external. However, information from the Office Personnel Management (OPM) is manually entered into the system, and information from the system is sent manually to OPM. Neither the system nor the information stored by the system is available to the public. However, the system is directly connected to the NRC Local Area Network (LAN) to allow the users to interact with the system.

The system user base consists solely of ADM personnel. The users access the system via an NRC workstation connected to the NRC LAN. After logging onto the workstation with the LAN ID and password, an additional username and encrypted password are required to access the IPSS system. A Secure Hash Algorithm version 1.0 (SHA-1) algorithm certificate is used for user authentication to enter IPSS. SHA-1 was developed by NIST, along with the NSA, for use with the Digital Signature Standard (DSS). The Secure Hash Algorithm takes a message of less than 2^{64} bits in length and produces a 160-bit message digest which is designed so that it should be computationally expensive to find a text which matches a given hash.

The system is in the maintenance phase of the System Development Life Cycle (SDLC). The phase has been defined in the NRC REGULATORY GUIDE 1.152.

The IPSS system is physically located at the Two White Flint North (TWFN) Data Center. System tape backups are done nightly in accordance to agency policy. Once the backups have been completed they are stored at an undisclosed offsite facility.

3.0   SCOPE OF WORK

The contractor must ensure the system's contingency planning process has been implemented according to federally mandated and Nuclear Regulatory Commission (NRC) defined security requirements. The contractor will identify any deficiencies and will specify any operational risks that may affect the system's ability to perform its mission and protect its data (both stored and transmitted). The contractor shall perform the following:

Tasks	IPSS
Subtask 2 – Contingency Plan (CP)	Shall work with the system owner to review, verify, validate, and update system's CP. This includes the business impact assessment (BIA).
Subtask 3 – Contingency Test and Report	Shall work with the system owner to verify, validate, and document the results of the system's contingency test. Upon completion of the Contingency Test, the contractor shall update the system's CP to reflect validated information.

The contractor shall ensure that the steps, templates, and reports outlining system's the Contingency Planning process in NRC's Project Management Methodology are utilized and followed.

The contractor shall provide the necessary security support staff to develop the associated documentation to support the tasks specified in Statement of Work (SOW) ENCLOSURE 6 of Delivery Order DR-33-06-317 "CERTIFICATION AND ACCREDITATION PROCESS AND DELIVERABLES" for unclassified systems.

4.0   PERIOD OF PERFORMANCE

The period of performance of this task order will be from June 11, 2008, through January 28, 2009.

5.0   FUNDING

(a)   The total estimated amount (ceiling) for the products/services ordered, delivered, and accepted under this task order is **$53,775.27**.

(b)   The amount presently obligated with respect to this task order is **$45,461.00**. The Contractor shall not be obligated to incur costs above this ceiling/obligated amount unless and until the Contracting Officer shall increase the amount obligated. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this contract. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk.

6.0   SCHEDULE

The contractor shall provide final draft security documentation and reports for each system consistent with the NRC-approved integrated project plan (Subtask 1).

7.0   TASKS

The contractor shall support the development, verification, and validation of the Contingency Planning Process for OIS/ICOD systems according to item 23, Contingency Plan, and item 24, Contingency Plan Report, located in the SOW Enclosure 6 and Section B "Schedule of Supplies or Services and Prices".

Subtask 1: Integrated Security Activity Project Plan

The contractor shall develop and implement a project plan to ensure the completion of the tasks identified in this SOW occurs as expected. The contractor shall be required to develop and maintain an Integrated Security Activity Project Plan and perform Integrated Activity Scheduling. These deliverables shall be developed at the individual project level (i.e., each system for which a certification and accreditation effort will be undertaken) and aggregate to the program level. The Project Plan shall incorporate all tasks and projects such that the individual projects roll up into an Integrated Security project schedule encompassing all NRC security related activities, services, and deliverables. The Project Plan shall identify resources for each activity and include the Work Breakdown Structure levels. The Project Plan will include:

- **Level 5 Work Breakdown Structure (WBS)**

    The WBS shall include a definition of the work to be conducted decomposed into distinct discrete manageable tasks or groups of tasks (work packages) with decisive outputs and specific measurable entry and exit criteria. Each work package shall have a short duration, or can be divided into a series of milestones whose status can be objectively measured. Each work package shall be assigned a start and finish date, a budget value, and can be integrated with higher-level schedules.

- **Schedule and Budget**

    The schedule and budget will identify what resources are needed, identify how much effort is required, and when each of the tasks specified in the WBS can be completed. The contractor shall allocate a portion of the budget for each work package that comprises the WBS, and ensure that the WBS adequately defines all work necessary to meet the requirements for the project.

Subtask 2: System CP

The Contractor shall support the NRC staff in the development and documentation of a CP and test procedures within the Rational Suite Enterprise. The System CP shall be documented in a report generated from the Rational Suite Enterprise that follows the NRC Template for the System CP. The Plan shall be maintained in its hard copy form for contingency execution should the Rational Suite Enterprise or NRC Network Infrastructure be unavailable.

The CP shall be developed in accordance with federally mandated requirements, NRC defined security requirements, National Institute of Standards & Technology (NIST) Special Publication (SP) 800-34 "Contingency Planning Guide for Information Technology Systems", NIST SP 800-37 "Guide for the Security Certification & Accreditation of Federal Information Systems", and the NRC Contingency Plan (CP) Template.

The Contractor shall provide detailed procedures for the Notification/Activation Phase, Recovery Operations, and Return to Normal Operations. The procedures shall contain sufficient detail that a technically trained individual not familiar with the system can successfully follow the procedures. The system CP shall contain

- Sufficient contact information (personnel and vendor)

- Equipment (hardware and software)

3

- Specification information to enable reconstitution of the system from scratch, all service level agreements, memoranda of understanding
- IT standard operating procedures for the system
- Identification of any systems that this system is dependent upon along with references for the applicable contingency plans
- References to the emergency management plan and occupant evacuation plan
- References to the appropriate continuity of operations plan.

The System CP shall be documented in a report generated from the Rational Suite Enterprise that follows the NRC Template for System CP. The report shall be delivered in draft form and then in pre-Test form after NRC comments have been incorporated. The NRC CSO staff review of the draft is required to ensure compliance.

Subtask 3: Contingency Test and Report

The Contractor shall provide expert advice and support during the Contingency Planning Test to ensure the test plan documentation is compliant with the System CP that has been approved by the NRC. Testing shall follow the test procedures developed and documented by the Contractor within the Rational Suite Enterprise. The Contractor shall document the testing in a System Contingency Test Report (CP Test Report). The CP Test Report shall be developed in accordance with federally mandated requirements, NRC defined security requirements, NIST SP 800-34 "Contingency Planning Guide for Information Technology Systems", NIST SP 800-37 "Guide for the Security Certification and Accreditation of Federal Information Systems", and the NRC Contingency Test Report Template.

The CP Test shall be documented in a report that follows the NRC Template for NRC Contingency Test Report. The CP Test Report shall identify all testing assumptions, constraints, and dependencies as well as any anomalies, impromptu tests, and deviations encountered during testing. The CP Test Report shall include the actual testing schedule and detailed test results for each test procedure outlining specific errors encountered. The CP Test Report shall include a table of test findings incorporating any test issues and recommendations. The CP Test Report shall identify any problems encountered during testing and identify the resulting action items for the system. The CP Test Report shall be delivered in draft form and then in final form after NRC comments are incorporated. The NRC must approve the final CP Test Report.

The Contractor shall update the system's CP once the CP Test Report has been completed to reflect validated information. The NRC must approve the final version of the system's CP.

8.0   PERIOD OF PERFORMANCE

The period of performance of this task order will be from date of award through January 28, 2009.

9.0   TRAVEL

Travel not needed.

10.0   MEETINGS

The contractor's technical representative shall attend monthly status meetings at NRC Headquarters to discuss work being done under this task order.