

ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 6

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


BPA NO.

1 6

1. DATE OF ORDER FEB 09 2009		2. CONTRACT NO. (If any) GS35P0448N		6. SHIP TO:	
3. ORDER NO. NRC-DR3308344T003		4. REQUISITION/REFERENCE NO. 33-08-344T003 01/23/2009		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts, CMB3 Attn: Manon Butt, Cont Spc, 301-492-3629 Mail Stop: TWB-01-B10M Washington, DC 20555				b. STREET ADDRESS Alan Sage Mail Stop T-2-C2M 11555 Rockville Pike	
				c. CITY Rockville	d. STATE MD
				e. ZIP CODE 20852	
7. TO:		f. SHIP VIA			
a. NAME OF CONTRACTOR KNOWLEDGE CONSULTING GROUP, INC.		8. TYPE OF ORDER			
b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE		<input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 11710 PLAZA AMERICA DR STE 520		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.	
d. CITY RESTON	e. STATE VA	f. ZIP CODE 201904741			
9. ACCOUNTING AND APPROPRIATION DATA This action administratively transfers \$38,887.20 in FY2008 funds previously obligated under Order NRC-DR-33-08-344. 87S-15-5D1-328 N7343 252A 31X0200.810 FFS# 10870535CC		10. REQUISITIONING OFFICE OIS Computer Security Office (CSO)			
11. BUSINESS CLASSIFICATION (Check appropriate box(es))		12. F.O.B. POINT Destination			
<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) Award - 9/30/2009	
a. INSPECTION	b. ACCEPTANCE			16. DISCOUNT TERMS Net 30	

17. SCHEDULE (See reverse for Rejections)

See CONTINUATION Page

ITEM NO. (a)	SUPPLIES OR SERVICES (b)	QUANTITY ORDERED (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	QUANTITY ACCEPTED (g)
	<p>DUNS # 007232429</p> <p>Issuance of Task Order No. 003 under Order NRC-DR-33-08-344.</p> <p>Title: "IT Security Support Services."</p> <p>Period of Performance: Award date through September 30, 2009, plus two option years.</p> <p>See attached pages for description of the task order.</p> <p>Reference KCG's proposal for Task Order 3 dated 02/02/2009.</p> <p>NRC Project Officer: Alan Sage, 301-415-7060, email Alan.Sage@nrc.gov</p> <p></p> <p>Note to NRC Accounting: Request FY08 funds in the amount of \$38,887.20, previously obligated under Delivery Order NRC-DR-33-08-344 dated 9/30/2008, to be administratively transferred to NRC-DR-33-08-344-T002 (Task Order No. 2).</p>					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
21. MAIL INVOICE TO:					
a. NAME Department of Interior / NBC Email: 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		
SEE BILLING INSTRUCTIONS ON REVERSE					17(h) TOTAL (Cont. pages)
					17(i) GRAND TOTAL
					\$430,059.32

UNITED STATES OF AMERICA
BY (Signature)

Eleni Jernell

23. NAME (Typed)
Eleni Jernell
Contracting Officer

TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM NO. 346
PRESCRIBED BY GSA FPMR (41 CFR) 101-11.6

TEMPLATE - ADMOD

SUNSI REVIEW COMPLETE

FEB 19 2009

ADMOD

ORDER FOR SUPPLIES OR SERVICES SCHEDULE - CONTINUATION

PAGE NO.

2

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

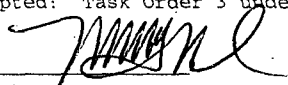
DATE OF ORDER

CONTRACT NO.

GS35F0448N

ORDER NO.

NRC-DR3308344T003

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	<p>Please indicate your acceptance of Task Order 3 by having an official authorized to bind your organization execute three copies of this document in the space provided below and return two copies to the U.S. Nuclear Regulatory Commission, Attn: Manon L. Butt, Division of Contracts, Mail Stop TWB-01-B10M, 11555 Rockville Pike, Rockville, MD 20852. Please retain the third copy for your records.</p> <p>Accepted: Task Order 3 under NRC-DR-33-08-344:</p> <p></p> <p>Signature _____</p> <p>Name <u>Maryann Hirsch</u></p> <p>Title <u>President</u></p> <p>Date <u>2/13/09</u></p> <p>Enclosure: Statement of Work</p>					
TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))						

TASK ORDER TERMS AND CONDITIONS

NOT SPECIFIED IN THE CONTRACT

A.1 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20

A.2 Other Applicable Clauses

☐ See Addendum for the following in full text (if checked)

☐ 52.216-18, Ordering

☐ 52.216-19, Order Limitations

☐ 52.216-22, Indefinite Quantity

☐ 52.217-6, Option for Increased Quantity

☐ 52.217-7, Option for Increased Quantity Separately Priced Line Item

☐ 52.217-8, Option to Extend Services

☒ 52.217-9, Option to Extend the Term of the Contract

A.3 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 15 days of the expiration date; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 20 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed approximately two years and eight months.

A.4 52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond March 30, 2009. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond March 30, 2009, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

In accordance with the task order procedures of Delivery Order NRC-DR-33-08-344, Senior Information Technology Security Officer Support Services, this definitizes Task Order No. 3, titled "IT Security Support Services." This effort shall be performed in accordance with the enclosed Statement of Work, the terms and conditions of Delivery Order NRC-DR-33-08-344, and GSA Schedule No. GS-35F-0448N.

Period of Performance and Cost

The period of performance for Task Order No. 3 is February 9, 2009 through September 30, 2009 for the base period. The term of this task order may be extended at the option of the Government for an additional two one-year option periods, as follows:

Option Year 1: October 1, 2009 through September 30, 2010.

Option Year 2: October 1, 2010 through September 30, 2011.

This is a time and material task order with a fixed ceiling of \$148,082.50 (base period). The total amount of this task order, if all option periods are exercised, is as follows:

Base Period: \$148,082.50

Option Year 1: \$141,822.09

Option Year 2: \$140,154.73

Total: \$430,059.32

Price Schedule - Task Order No. 3 under NRC-DR-33-08-344:

Base Period: FY2009 2/9/2009 – 9/30/2009

NRC Labor Category	KCG GSA Labor Category	Labor Hours	Discounted Labor Rate	Total
Program Manager	Program Manager	88	\$97.60	\$8,588.80
Subject Matter Expert (SME)	Information Assurance Engineer IV	590	\$122.33	\$72,174.70
Senior Certified Information Systems Security Professional	Information Assurance Engineer III	590	\$114.10	\$67,319.00
Total Base Period		1268		\$148,082.50

Option Year One: FY2010 10/1/2009 – 9/30/2010

NRC Labor Category	KCG GSA Labor Category	Labor Hours	Discounted Labor Rate	Total
Program Manager	Program Manager	81	\$102.09	\$8,269.29
Subject Matter Expert (SME)	Information Assurance Engineer IV	540	\$127.97	\$69,103.80
Senior Certified Information Systems Security Professional	Information Assurance Engineer III	540	\$119.35	\$64,449.00
Total Option Year One		1161		\$141,822.09

Option Year Two: FY2011 10/1/2010 – 9/30/2011

NRC Labor Category	KCG GSA Labor Category	Labor Hours	Discounted Labor Rate	Total
Program Manager	Program Manager	77	\$106.79	\$8,222.83
Subject Matter Expert (SME)	Information Assurance Engineer IV	510	\$133.85	\$68,263.50
Senior Certified Information Systems Security Professional	Information Assurance Engineer III	510	\$124.84	\$63,668.40
Total Option Year Two		1097		\$140,154.73

Total Price, Base Period plus Two Option Years \$430,059.32

Travel, other than local travel, will not be needed on this task order. Local travel expenses will not be reimbursed.

Consideration and Obligation - Accounting and Appropriation Data

FY 2008 funding in the amount of \$38,887.20, previously obligated under Delivery Order NRC-DR-33-08-344, will be administratively transferred to the base period of this task order, NRC-DR-33-08-344-T003. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this task order. The obligated amount shall, at no time, exceed the task order ceiling specified above. 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 task order. Any work undertaken by the contractor in excess of the obligated amount specified above is done so at the contractor's sole risk.

The original Appropriation Data from Delivery Order NRC-DR-33-08-344 is: B&R: 810-15-5D1-328, JCN: J1100, BOC: 252A, APP NO: 31X0200.810, FFS #10870535CC. However, the B&R number has changed to 87S-15-5D1-328, and the Job Code Number has changed to N7343.

Key Personnel

The following individuals are considered to be essential to the successful performance of work hereunder: Matt Brown, Program Manager; Hank Williams, Subject Matter Expert; and Philip LaViscount, Senior CISSP. The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Section A.5, Key Personnel, in basic Delivery Order NRC-DR-33-08-344.

The issuance of Task Order No. 3 does not change any terms and conditions of Delivery Order NRC-DR-33-08-344.

NRC contacts during the course of this task order are:

Technical Matters:

Alan Sage, Project Officer, phone 301-415-7060, CSO, Mail Stop T-2-C2M, email Alan.Sage@nrc.gov.

Behrooz Sabet, Alternate Project Officer, phone 301-415-7107, CSO, Mail Stop T-2-D4, email Behrooz.Sabet@nrc.gov

Contractual Matters:

Manon L. Butt, Contract Specialist, phone 301-492-3629, ADM/DC/CMB3, Mail Stop TWB-01-B10M, email Manon.Butt@nrc.gov.

U.S. Nuclear Regulatory Commission

Statement of Work for Task Order No. 3 under NRC-DR-33-08-344 IT Security Support Services

1. Objective

The Federal Information Security Management Act (FISMA) of 2002 requires that each agency develops, documents, and implements an agency wide (includes NRC headquarters facilities, regions, etc.) information security program for the information and information systems that support the operations and assets of the agency. These systems include those provided or managed by (1) another agency, (2) contractor, or (3) other source.

Agencies must perform periodic assessments of the risk and magnitude of the harm that could result from the unauthorized access, use, disclosure, disruption, modification, or destruction of information and information systems that support the operations and assets of the agency. Consistent with the statement of work, the objective of this task order is to assist the U.S. Nuclear Regulatory Commission (NRC) in establishing and maintaining an effective, efficient and responsive information systems security program.

2. Type of Task Order

This is a time and materials task order with a fixed ceiling.

3. Background

This activity will assist in ensuring NRC information systems adhere to federally mandated and NRC defined security requirements. Also, this activity will help the NRC to identify and understand the risks associated with operating these information systems, and improve the processes applied to mitigate these risks.

A Major Application (MA) is a computerized information system or application that requires special attention to security because of the risk and magnitude of harm resulting from the loss, misuse, or unauthorized access to or modification of the information in the application. Because of their impact on the agency mission and the information they contain or process, Major Applications require special management oversight. (See OMB Circular A-130, Appendix III.) For example, an agency wide financial management system containing NRC's official financial records would be a Major Application. A computer program or a spreadsheet designed to track expenditures against an office budget would not be considered a Major Application. Similarly, commercial off-the-shelf software products (such as word processing software, utility software, or general purpose software) would not typically be considered Major Applications.

A General Support System (GSS) is an interconnected set of information resources under the same direct management control that shares common functionality. It normally includes hardware, software, information, data, applications, communications, and people. (See OMB Circular A-130, Appendix III.) The mission objective of a GSS is to provide automated

U.S. Nuclear Regulatory Commission

Statement of Work for Task Order No. 3 under NRC-DR-33-08-344 IT Security Support Services

information systems (AIS) resources in support of the organizational mission. Typical GSSs are LANs, WANs, servers, and data processing centers.

A **Listed System** refers to a computerized information system or application that processes sensitive information requiring additional security protections, and that may be important to the operations of an NRC office or region, but is not an MA when viewed from an agency perspective. Most NRC systems rely on the security protections provided by the NRC LAN/WAN GSS. However, NRC offices have developed a number of additional non-major applications that are processing sensitive data such as individual privacy act information, law enforcement sensitive information, sensitive contractual and financial information, and other categories of sensitive information that the sponsor has determined will require additional security protections beyond the basic security provided by the NRC LAN/WAN. For those types of non-major applications that the sponsor has built in additional security protections and controls because of the added sensitivity of the information being processed, such a non-major application shall be categorized as a Listed System. The security plan for a listed system will describe those additional security protections and controls. These additional security controls could refer to the use of additional passwords, or the use of additional security technology such as virtual private networks (VPNs), digital signatures, secure Web sites, or other security solutions based on the use of public key infrastructure (PKI) technology. In addition, any system that processes classified information or unclassified Safeguards Information (SGI) that is not a GSS or a MA shall be categorized as a Listed System. An abbreviated security plan format that is compliant with National Institute of Standards and Technology (NIST) security plan guidance is available on the NRC internal web site.

The following link identifies the documents that make up the Certification and Accreditation (C&A) Package of an NRC information system:

http://www.internal.nrc.gov/pmm/index.htm#pmm_security_c&a/guidances/roadmaps/iss_c%20a_deliv_EA44A8FB.html. Depending upon whether the system is a GSS, MA, or Listed System, the requirements may include: Security Categorization, Privacy Impact Assessment (PIA) (if needed), E-Authentication Risk Assessment (if needed), Security Risk Assessment (SRA) Narrative, Security Risk Assessment (SRA) Asset List, Security Risk Assessment (SRA) Details, System Security Plan (SSP), Standard Test and Evaluation (ST&E) Plan, ST&E Report, Vulnerability Assessment Report (VAR), Plan of Action and Milestones (POAM) Report, and Contingency Plan (CP).

4. Scope of Work

This SOW defines the level of effort to be expended on tasks such as providing technical support on an ad hoc, informal, short-term basis. The efforts would include, but not be limited to, ad hoc security analyses, developing procedures, working with staff to streamline and recommend improvements to information security processes, recommend updates to templates and guidance as opportunities arise, and assist the agency in responding to ad hoc short-

U.S. Nuclear Regulatory Commission

Statement of Work for Task Order No. 3 under NRC-DR-33-08-344
IT Security Support Services

turnaround or data calls such as from the Office of the Inspector General (OIG) or Office of Management and Budget (OMB), etc.

All recommendations or analyses will be submitted to the SITSOSS Project Officer (PO) to ensure they are reviewed and evaluated by appropriate members of the Computer Security Office (CSO) to determine actions that need to be taken or how best to integrate the analysis into the information security program.

Information Handling and Ownership

The products and information associated with, or generated from, this project are considered sensitive information and property of the Nuclear Regulatory Commission and shall NOT be distributed, copied, transmitted, or by any other method, disclosed to the public or any individual without the express written permission of the NRC.

<u>Deliverables</u>	<u>Responsibility</u>	<u>Delivery Schedule</u>
Request for assistance	CSO Staff	As required
Review and authorize request	CSO SITSOSS PO	Within 2 workdays after receipt
Work Plan for resolving request	Contractor	Whenever work effort will exceed 8 hours
Work effort nearing ceiling	Contractor	When less than 25 percent of maximum authorized hours are available
Work effort status reports	Contractor	Integrated into overall required weekly and monthly contract status reports.

5. Period of Performance

This task order shall have a base period of performance from the award date through September 30, 2009, and two (2) one year options.

U.S. Nuclear Regulatory Commission

Statement of Work for Task Order No. 3 under NRC-DR-33-08-344
IT Security Support Services

6. Travel

Travel, other than local travel, will not be needed on this task order. Local travel expenses will not be reimbursed by the NRC.

7. Meetings

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

8. Technical Point of Contact

The SITSOSS Technical Point of Contact is Behrooz Sabet, Senior IT Specialist, FISMA Compliance and Oversight Team, CSO. Mr. Sabet can be reached at 301-415-7107, Behrooz.Sabet@nrc.gov.