

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

1. REQUISITION NO.
38-09-971

PAGE 1 OF
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2. CONTRACT NO. GS00F0039N	3. AWARD/EFFECTIVE DATE See Block 30C.	4. ORDER NO. NRC-DR-38-09-971	5. SOLICITATION NUMBER	6. SOLICITATION ISSUE DATE
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7. FOR SOLICITATION INFORMATION CALL:	a. NAME	b. TELEPHONE NO. (No Collect Calls)	8. OFFER DUE DATE/LOCAL TIME
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9. ISSUED BY U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Meghan Blair - meghan.blair@nrc.gov Mail Stop: TWB-01-B10M Washington, DC 20555	CODE 3100	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR SET ASIDE: % 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 type="checkbox"/> 8(A) NAICS: 611430 SIZE STANDARD:
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11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE	12. DISCOUNT TERMS N/A	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
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15. DELIVER TO U.S. Nuclear Regulatory Commission ATTN: Salman Haq Salman.Haq@nrc.gov Mailstop W4A7 Washington DC 20555	CODE	18. ADMINISTERED BY U.S. Nuclear Regulatory Commission Div. of Contracts Mail Stop: TWB-01-B10M Washington, DC 20555	CODE 3100
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17a. CONTRACTOR/OFFEROR GENERAL PHYSICS CORPORATION 6095 MARSHALEE DR STE 300 ELKRIDGE MD 210755926 TELEPHONE NO. 443-838-2940	CONF 047799267	FACILITY CODE	18a. PAYMENT WILL BE MADE BY Department of Interior / NBC NRCPayments@nbc.gov Attn: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue Denver CO 80235-2230	CODE 3100
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<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER	<input type="checkbox"/> 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM
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19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	<p>In accordance with the attached Cost/Price Schedule, Statement of Work and Terms and Conditions, the Contractor shall create a course entitled, "IDEAS - Overview for Technical Reviewers," for the NRC.</p> <p>The U.S. Nuclear Regulatory Commission hereby incorporates General Physics Corporation's proposal, dated August 27, 2009.</p> <p>Type of Contract: Firm-fixed price. Total Price: \$31,400.00 includes \$5,000.00 NTE Travel amount. Period of Performance: 45 days from date of award. NRC Project Officer: Salman Haq (301)492.2289 / salman.haq@nrc.gov</p> <p>Delivery instructions: See block 15. DUNS: 047799267 NRC Tax Exempt #: 30005004</p> <p>Attachments: A. Cost/Price Schedule B. Statement of Work C. Terms and Conditions</p> <p>(Use Reverse and/or Attach Additional Sheets as Necessary)</p>				

25. ACCOUNTING AND APPROPRIATION DATA BBR: 9-8415-5C1114 JC: T8467 DBOC: 251F APP NO: 31X0200 FFS: HR-09-971 OBLIGATE: \$31,400.00	26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$31,400.00
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<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 type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.

<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 2 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. _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS:
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30a. SIGNATURE OF OFFEROR/CONTRACTOR <i>John E. Galambek</i>	31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) <i>Donald A. King</i>
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT) John E. Galambek Nuclear Sector head	31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Donald A. King Contracting Officer
30c. DATE SIGNED 9/14/09	31c. DATE SIGNED 9/14/2009

TEMPLATE - ADM001 **SUNSI REVIEW COMPLETE SEP 16 2009** ADM002

A. PRICE/COST SCHEDULE

Item No.	Description	Quantity	Unit	Unit Price	Subtotal
001	Labor Category: Senior Instructional Designer	[REDACTED]	Hours	[REDACTED]	\$24,000.00
002	Labor Category: Staff Graphic Artist	[REDACTED]	Hours	[REDACTED]	\$1,200.00
003	Labor Category: Staff Editor	[REDACTED]	Hours	[REDACTED]	\$1,200.00
004	Travel: Round trip travel for one person from Aiken, SC to Bethesda, MD. Each trip shall last approximately one day. The Contractor shall be reimbursed for travel in accordance with the Federal Travel Regulation. Total Travel shall not exceed \$5,000.00.	[REDACTED]	Trips	[REDACTED]	\$5,000.00
TOTAL					\$31,400.00

B. STATEMENT OF WORK

Designing, Developing, and Implementing An Instructor-Led Course for NRC Technical Reviews

B.1 BACKGROUND

The U.S. Nuclear Regulatory Commission's (NRC) mission is to ensure adequate protection of the public health and safety, the common defense and security, and the environment in the use of nuclear materials in the United States. The NRC's scope of responsibility includes regulation of commercial nuclear power reactors; test and training reactors; fuel cycle facilities; medical, academic, and industrial uses of nuclear materials; and the transport, storage, and disposal of nuclear material and waste.

The NRC has established training and qualification programs to prepare the staff to implement its regulatory programs. The training and qualification programs contain requirements for formal classroom training, individual study activities, and on-the-job training activities. Most participants in these programs have an engineering or scientific background. The qualification program is completed by the new NRC staff over a period of eighteen months. In order to improve the effectiveness of the existing qualification program a working group recently identified a need to create a new overview course for technical reviewers that will focus on how all the training in various technologies, processes, guides, and regulations can be used to develop effective technical evaluations of the licensing applications. The overview will cover topics in Initial steps in identifying the scope of review, Data gathering, Evaluations, Additional information requests, and Safety evaluation documents (IDEAS).

The IDEAS course will provide awareness-level (macro-level) training on formulating a logical progression to develop safety evaluations, as well as how the existing training program and readily available information can be accessed to facilitate technical reviews. The course will be attended by new employees as well as existing or transferring employees from other NRC offices as a refresher course.

B.2 OBJECTIVE

The primary objective of this task is to improve the training effectiveness of the NRC qualification program by developing an instructor-led course for technical reviewers by using learning objectives that have already been developed by the NRC IDEAS working group and by using existing training material in the form of NRC processes, procedures, guides and regulations. The majority of the course outline and content material will be identified and provided by NRC staff along with technical oversight and assistance as needed.

B.3 REQUIREMENTS

The Contractor shall create a course entitled, "IDEAS - Overview for Technical Reviewers," for the NRC. The course will provide a high-level overview of the process used by technical reviewers at the NRC.

- 1) Duration of Course
The course instruction shall last one day (about 6 hours of instruction time). This time can be adjusted if required.

- 2) **Course Contents**
The course shall consist of presentation slides in MS PowerPoint (with notes for instructor), student handouts such as a booklet, a list of references, and learning exercises for interactive learning and discussion. The course content shall be developed using referenced content material (see item 6 below).
- 3) **Course Delivery**
The contractor shall provide support services during delivery of the pilot session such as monitoring effectiveness of the presentations and materials and collecting feedback. It is expected that NRC staff will be the course instructors. Some adjustment and revision to the course content/presentation slides may be necessary based on the feedback from pilot course.
- 4) **Target Audience**
The target audience is new NRC employees in the process of completing the training and qualification program, and existing NRC employees attending as refresher training.
- 5) **Level of Depth**
The course shall provide an overview of the licensing application review process. Therefore, the level of depth is expected to be at the level of process awareness along with some application.
- 6) **Content Material (Reference Material for Course Contents)**
The selected contractor shall assist NRC personnel in assembling course content as directed. The majority of the required content has been identified, but a portion may require analysis and research. This task is primarily the responsibility of NRC personnel; however contractor assistance may be requested in selected areas.
- 7) **Contractor Qualifications**
The contractor shall have demonstrated background and experience in nuclear science and technology and familiarity with NRC's regulatory process including terms used in Title 10 CFR part 50 and 52 or licensing process etc. Technical guidance and the electronic references will be provided by NRC Staff.

The selected contractor may propose different or additional requirements subject to approval by NRC. All agreed upon requirements shall be delivered to NRC in both draft and final versions.

B.4 PERIOD OF PERFORMANCE

The period of performance is 45 days.

B.5 TRAVEL

Travel to NRC Professional Training Center (PDC) in Bethesda, MD is required. It is expected that the Contractor shall make approximately two to five trips to the PDC. Each trip shall last approximately one day. NRC reserves the right to conduct meetings via teleconference.

All travel shall be in accordance with Government Travel Regulations in effect at the time the travel is undertaken. The contractor shall be responsible for making all travel arrangements. All travel expenses shall be reasonable and within Government allowance. The contractor shall submit itemized receipts for travel expenses when invoicing the NRC and shall include supporting documentation for travel such as lodging statement, copy of airline ticket or cab receipt(s).

C. TERMS AND CONDITIONS

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

C.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

C.3 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.

C.4 WHISTLEBLOWER PROTECTION FOR NRC CONTRACTOR AND SUBCONTRACTOR EMPLOYEES (JULY 2006)

(a) The U.S. Nuclear Regulatory Commission (NRC) contractor and its subcontractor are subject to the Whistleblower Employee Protection public law provisions as codified at 42 U.S.C. 5851. NRC contractor(s) and subcontractor(s) shall comply with the requirements of this Whistleblower Employee Protection law, and the implementing regulations of the NRC and the Department of Labor (DOL). See, for example, DOL Procedures on Handling Complaints at 29 C.F.R. Part 24 concerning the employer obligations, prohibited acts, DOL procedures and the requirement for prominent posting of notice of Employee Rights at Appendix A to Part 24.

(b) Under this Whistleblower Employee Protection law, as implemented by regulations, NRC contractor and subcontractor employees are protected from discharge, reprisal, threats, intimidation, coercion, blacklisting or other employment discrimination practices with respect to compensation, terms, conditions or privileges of their employment because the contractor or subcontractor employee(s) has provided notice to the employer, refused to engage in unlawful practices, assisted in proceedings or testified on activities concerning alleged violations of the Atomic Energy Act of 1954 (as amended) and the Energy Reorganization Act of 1974 (as amended).

(c) The contractor shall insert this or the substance of this clause in any subcontracts involving work performed under this contract.

C.5 OPTION PERIODS - TASK ORDER/DELIVERY ORDER UNDER A GSA FEDERAL SUPPLY SCHEDULE CONTRACT (MARCH 2007)

The Period of Performance (PoP) for this requirement may extend beyond the Offeror's current PoP on their GSA Schedule. Offerors may submit proposals for the entire PoP as long as their current GSA Schedule covers the requested PoP, or their GSA Schedule contains GSA's "Evergreen Clause" (Option to Extend the Term of the Contract), which covers the requested PoP if/when the option(s) are exercised. Offerors are encouraged to submit accurate/realistic pricing for the requirement's entire PoP, even if the proposed GSA Schedule does not include pricing for the applicable option years, etc.

For proposal evaluation purposes, the NRC assumes that applicable Evergreen Clause Option(s) will be exercised and the NRC will apply price analysis, as applicable. It is in the best interest of the Offeror to explain major deviations in escalation, proposed in any Evergreen Clause option years. Resulting GSA task/delivery order option years subject to the Evergreen Clause will be initially priced utilizing the same rates proposed under the last GSA-priced year of the subject GSA Schedule. Upon GSA's exercise of the GSA Schedule option year(s) applicable to the Evergreen Clause, the NRC will modify the awarded task/delivery order to incorporate either the proposed pricing for the option years or the GSA-approved pricing (whichever is lower).

It is incumbent upon the Offeror to provide sufficient documentation (GSA-signed schedule, schedule modifications, etc.) that shows both the effective dates, pricing and terms/conditions of the current GSA Schedule, as well as Evergreen Clause terms/conditions (as applicable). Failure to provide this documentation may result in the Offeror's proposal being found unacceptable.