

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

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

BPA NO.

1. DATE OF ORDER 09-28-2009	2. CONTRACT NO. (if any) GS35F0153M	6. SHIP TO:		
3. ORDER NO. NRC-DR-33-08-307T003	MODIFICATION NO.	a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission		
4. REQUISITION/REFERENCE NO. 33-08-307T003 06/25/09		b. STREET ADDRESS OID/ICOD ATTN: Roy Choudhury Mail Stop: T-5-D-14		
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Division of Contracts ATTN: Michael Turner Mail Stop: TWB-01-B10M Washington, DC 20555		c. CITY Washington	d. STATE DC	e. ZIP CODE 20555

7. TO:		f. SHIP VIA		
a. NAME OF CONTRACTOR EMERGENT, LLC		b. TYPE OF ORDER		
b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR 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 8133 LEESBURG PIKE STE 400		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.		
d. CITY VIENNA	e. STATE VA	f. ZIP CODE 221822622		

9. ACCOUNTING AND APPROPRIATION DATA See Block 17b for Accounting and Appropriation Data Emergent LLC DUNS: 781797712	10. REQUISITIONING OFFICE CIO Office of Information Services
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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. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS	

13. PLACE OF	14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) See Attached SOW	16. DISCOUNT TERMS Net 30
a. INSPECTION	b. ACCEPTANCE		

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 NO. 3 UNDER DELIVERY ORDER NO. NRC-DR-33-08-307 The Contractor shall provide the U.S. Nuclear Regulatory Commission with Managed Public Key Infrastructure Support Services in accordance with the attached statement of work. Principal Engineer Sr. Principal		Hours			

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	\$441,442.27
21. MAIL INVOICE TO:			17(h) TOTAL (Cont. pages)
a. NAME Dept. of Interior/National Business Ctr. e-mail address: NRCPayments@nbc.gov			17(j) GRAND TOTAL
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	

22. UNITED STATES OF AMERICA BY (Signature) <i>Michael A. Turner</i>	23. NAME (Typed) Michael A. Turner, Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER
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TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

OCT 02 2009

ADM002

In accordance with the Section B.3.20, Task Order Procedures, of the subject delivery order, this letter hereby definitizes Task Order No. 3. This effort shall be performed in accordance with the enclosed Statement of Work. Task Order No. 3 shall be in effect from September 28, 2009 through June, 22, 2010. The term of this task order may be extended at the option of the Government through June 22, 2011, pursuant with Section C.3, Option to Extend the term of the Contract. The cost ceiling for Task Order No. 3 is \$441,442.27.

Task Order No. 3 obligates funds in the amount of \$70,000.00. The obligated amount shall, at no time, exceed the task order cost ceiling. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, contractor is not obligated to continue performance under this task order or otherwise incur costs in excess of the amount obligated, until the Contracting Officer notifies the contractor in writing that the obligated amount has been increased. In absence of such notification by the Contracting Officer, the Government is not obligated to reimburse the contractor for any costs in excess of the obligated amount specified herein. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's risk.

Accounting Data for Task Order No. 3 is as follows:

B&R No.: 910-15-5E1-330 Job Code: J1298 APPN No.: 31X0200.910
BOC: 252A Commitment No.: 10970808 OBLG. AMT: \$70,000.00

The following individual(s) are considered to be essential to the successful performance of the work hereunder: 

The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with the Key Personnel Clause (2052.215-70).

Your contacts during the course of this task are:

Technical Matters: Roy Choudhury - (301) 415-7226
Contractual Matters: Michael Turner - (301) 492-3632

The issuance of this task order does not amend any terms or conditions of the subject contract.

Please indicate your acceptance of this task order by having an official who is authorized to bind your organization, execute three copies of this document in the spaces provides below and

ACCEPTED:

Paul D. Kohler
NAME

SVP
TITLE

9-29-09
DATE

**U.S. Nuclear Regulatory Commission (NRC)
Office of Information Services (OIS)**

**DELIVERY ORDER DR-33-08-307
NRC Managed Public Key Infrastructure (MPKI) Digital Certificates for Subscribers**

**Statement of Work
Task Order No. 3**

Title: Logical Access and Single Sign-On Implementation

I. Scope of Work and Deliverables

This Task Order No. 3 identifies the work and deliverables within the scope of Delivery Order No. NRC-DR-33-08-307, "Managed Public Key Infrastructure (MPKI) Digital Certificates for Subscribers." The following subsections outline the scope of the work and the deliverables required for each item in the statement of work. The Contractor shall provide the necessary resources and expertise to follow the agency Project Management Methodology (PMM) for this task order to the extent possible. The task order must be approved in writing (i.e. Email) by the Project Officer prior to initiating any Contractor activity.

For this task, the scope includes providing the technical support, subject matter expertise, and project management support to ensure a Logical Access Control System (LACS) implementation is properly integrated into the MPKI architecture and on schedule. This includes the availability of the Contractor to attend ad hoc meetings where technical and/or subject matter expertise is requested.

The Contractor shall provide technical and subject matter expertise to support the integration of LACS into the production environment using the Personal Identity Verification (PIV) smart cards to satisfy the logical access requirements for Homeland Security Presidential Directive 12 (HSPD-12). These smart cards contain the MPKI digital certificate which will provide the mechanism to securely authenticate to NRC computer resources. The targeted completion date for this task is April 30, 2010, at which time, a fully operational Reduced Sign-On infrastructure will be in place and one NRC application (to be determined) will be accessible using the PIV authentication.

Deliverables for Task Order 3:

1. **Requirements Document.** The Contractor shall review the interviews documented in support of the January 2006 MPKI Expansion Project to be provided by the NRC Project Officer and conduct no more than 7 interviews to update and/or validate changes to requirements as necessary. The Contractor shall also review existing NRC authentication policies as well as industry best practices and federal mandates to complete the Requirements Document. The requirements analysis shall include the following major topics:
 - a. *Application Authentication Requirements.* The Contractor shall categorize and document up to 5 NRC applications, as identified by the Project Officer, by their

reduced sign-on authentication capabilities. Application categories include the following:

- i. Web enabled applications;
 - ii. Microsoft Active Directory (AD) aware applications;
 - iii. Other X.509 enabled applications.
- b. **Policy and Procedural Requirements.** The Contractor shall identify and document situations and activities for which policies and/or procedures need to be developed in support of logical access. The Contractor shall provide options and recommendations based on industry best practices. The Contractor shall develop up to 15 Use Cases and business work flows to help capture these items. Examples of these items include, but are not limited to:
- i. How logical access is granted;
 - ii. How logical access is revoked;
 - iii. How logical access is granted if a card is lost or stolen;
 - iv. How a user logs in who may have more than one role;
 - v. How a card is used to access NRC logical resources from a remote location;
 - vi. How a PIV card is used to unlock an encrypted drive (pre-boot authentication);
 - vii. User logs and auditing requirements.

The results of the requirements analysis shall be provided in a Requirements Document. A draft requirements document shall be provided by the Contractor to the Project Officer within 75 business days of task order award. The NRC will review and comment on the draft requirements document within 5 business days from receipt of the document. The Contractor shall then provide a final requirements document within 2 business days.

2. **Project Plan and Schedule.** The Contractor shall develop a project plan and detailed schedule showing how the target date will be met. The project schedule shall clearly detail all the required activities and include all deliverable dates and resources required for this task order. The plan and schedule shall be developed in coordination with the HSPD-12 project schedule currently underway to show dependencies. The Contractor shall begin a Risk Register as a living document to be maintained throughout the contract period of performance. A draft project plan and schedule shall be provided by the Contractor to the Project Officer within 40 business days of task order award. The NRC will review and comment on the draft project plan and schedule within 5 business days from receipt. The Contractor shall then provide a final and mutually agreed upon project plan within 2 business days. The Contractor shall provide a weekly up to date project schedule to the Project Officer.
3. **Product Survey and Recommendation.** The Contractor shall recommend a well-established, mature, flexible and expandable solution suite based on corporate experience and knowledge. This solution shall be a proven industry product capable of supporting both Windows and Unix authentication and reduced sign-on within the NRC operating environment. The Contractor shall provide justification for recommending any product over another. A draft product recommendation with supporting documentation shall be submitted to the Project Officer within 60 business days of task order award. The NRC will review and comment on the draft recommendation and supporting documentation within 5 business days from receipt. The Contractor shall then provide a final recommendation with any updates to the supporting documentation within 2 business days.

4. **Support Implementation of PIV Workstation Logon.** The Contractor shall provide Subject Matter Expert (SME) and Project Management support to assist the NRC and the NRC infrastructure support contractor personnel with deploying smart card login capabilities using the PIV card developed in support of the NRC HSPD-12. This will include assisting with workstation, Active Directory, and domain controller MPKI configuration, authentication, and troubleshooting as needed.
5. **Configure, Test and Deploy Reduced Sign-on System.** The Contractor shall develop a Reduced Sign-on architecture based on the product selected for agency deployment and integrated with the PIV authentication. The Contractor shall configure and test a Reduced Sign-on system in the NRC Consolidated Test Facility (CTF). The Contractor shall develop and follow a test plan and document system configuration settings. The Contractor shall develop a deployment plan which includes a reduced sign-on pilot application selected from among the NRC applications identified during the requirements analysis and prepare the transition of this system into the production environment. This includes supporting the transition requirements necessary for a successful handoff to Operations. The NRC will be responsible for ensuring the architecture is incorporated into the MPKI System Architecture Document (SAD).
6. **Application Authentication Guides.** The Contractor shall develop and document processes and procedures for providing reduced sign-on capability in a separate guide for each application category identified during the Requirements Analysis. These guides shall be specific to the NRC and the reduced sign-on infrastructure selected for deployment. A draft of these guides shall be submitted to the Project Officer within 15 business days of written direction to begin work on this deliverable by the Project Officer. The NRC will review and comment on the draft authentication guides within 5 business days from receipt. The Contractor shall then provide final authentication guides within 2 business days.
7. **Provide Subject Matter Expert (SME) Support.** The Contractor shall provide technical advice as requested by the Project Officer during the period of performance including technical support toward the development of security policies and procedures. In particular, the Contractor shall provide SME and technical input for Federal Information Security Management Act (FISMA) Certification and Accreditation (C&A) activities. All internal agency Information Technology systems are required to be accredited to meet the FISMA C&A requirements. As a result, the Contractor shall be required to provide technical input to assist the agency with the development of C&A artifacts. These artifacts include the Security Risk Assessment (RA), Security Test and Evaluation Plan (ST&E), System Security Plan (SSP) and the Plan of Action and Milestones (POA&M) documents which require updates throughout the period of performance as necessary. The responsibility of the Contractor is limited to face-to-face interviews to explain system functionality, documenting mitigating controls, and any system related changes applicable to LACS and reduced Sign-On. The Contractor shall provide any follow up support, clarification or input via telephone, email, or in person.

Acceptance Criteria for Deliverables

The documents for deliverables 1, 2, 3, 5, and 6 shall be accepted when approved by the Project Officer as meeting the defined requirements.

II. Project Management

The Contractor shall provide qualified project management personnel to coordinate and supervise Contractor activity and performance on all work identified in this task. The project manager or alternate, and other team members as appropriate, shall attend project status and planning meetings at NRC headquarters and provide oral and written status reports to NRC technical staff and management. The project manager shall maintain a project plan for LACS development and deployment which includes dependencies from other MPKI activities in Microsoft Project, in compliance with the NRC Project Management Methodology (PMM).

The NRC Project Management Methodology (PMM) requires the use of Enterprise Project Management (EPM) using Microsoft Project for all NRC project scheduling and resource tracking. The Contractor shall provide the following in support of Task Order 3:

1. Weekly EPM updates;
2. Weekly status email outlining major accomplishments for the preceding week, Significant issues requiring attention, and plans or milestones for the week ahead, delivered to the project officer or alternate. This report shall also include expenditures used against the task order for the week.
3. Follow standard NRC Configuration Management (CM) practices with tools such as IBM Rational Software.
4. Updated Corrective Action Plan (CAP) for any items outside of compliance or in danger of not meeting deliverable dates. The Corrective Action Plan represents a snapshot of the action items needed to complete work on remaining security risks and vulnerabilities.
5. Attend project related meetings as requested by the Project Officer.

III. Reporting Requirements

The Contractor shall provide a monthly Technical Progress Report in accordance with the provisions of Section B.3 .11 of the Delivery Order Statement of Work. As explained in Section B.3.11, the Technical Progress Report shall be broken down by each item in this task order. The Report shall be submitted in electronic form to the Contracting Officer and Project Officer.

IV. Period and Place of Performance

The period of performance of this Task Order is from the date of award through July 22, 2010. The order may be extended through June 22, 2011, pursuant with Subsection C.3 of the basic contract. The majority of the work under this task order shall be performed at NRC headquarters in Rockville, Md. Regular attendance at meetings as requested by the Project Officer and hands-on operation of computer equipment in the headquarters data center may be required.

V. Applicable Special Provisions

The Contractor shall track performance and resources using a project plan in Microsoft Project. The NRC Office of Information Services (OIS) uses a standard project template in Microsoft Project format

for all new IT projects. The Contractor shall identify dependencies from related MPKI projects (i.e., HSPD-12) and incorporate them into a single project plan.

VI. Technical Skills Required

The work under this task order requires the following personnel and skills:

- 1) Skill and expertise in Project Management Methodology (PMM) and Microsoft Project Manager. These skills include, but are not limited to, risk analysis and mitigation techniques, detailed scheduling and reporting, Work Breakdown Structure (WBS) development, capturing minutes during meetings, and other project management activities as directed by the Project Officer.
- 2) Expertise in PKI, Workstation PIV Enablement, Identity and Access Management, Reduced Sign-on Methodologies, and identity management software and operations, smart card login configuration for Microsoft Windows XP and Vista computers, directory services integration with smart card login (Active Directory and eDirectory) integration with Card Management System, data store connectors, and directory services integration.

VII. Travel

No travel is anticipated.

VIII. Level of Effort

The estimated level of effort is 1984 man-hours. This information is advisory and is not to be considered as the sole basis for the staffing plan or cost proposal. The estimated hours are used for cost evaluation purposes only. The NRC shall not be bound by these hours in the resultant task order. The order will however contain an overall cost ceiling.