ORDER FOR SUPPLIES OR SERVICES

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

BPA NO.

1. DATE OF ORDER 11-24-2009	2. CONTRACT NO. (If any) GS35F0153M	6. SHIP TO:

3. ORDER NO. NRC-DR-33-08-307T005   **MODIFICATION NO.**

4. REQUISITION/REFERENCE NO. 33-08-307T005 07/17/09 & 10/28/09

6. SHIP TO:

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

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. COMPANY NAME

8. TYPE OF ORDER

☐ 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
8133 LEESBURG PIKE STE 400

d. CITY VIENNA	e. STATE VA	f. ZIP CODE 221822622

9. ACCOUNTING AND APPROPRIATION DATA

See Page 2 of 2 for Accounting and Appropriation Data
Emergent LLC DUNS: 781797712

10. REQUISITIONING OFFICE CIO
Office of Information Services

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		14. GOVERNMENT B/L NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	16. DISCOUNT TERMS
a. INSPECTION	b. ACCEPTANCE		See Attached SOW	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 NO. 5 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;					
	The terms and conditions of GSA Contract No. GS35F0153M					
	The terms and conditions of Delivery Order No. NRC-DR-33-08-307					
	Principal Engineer					
	Sr.Principal					

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	$490,968.72	17(h) TOTAL (Cont. pages)

21. MAIL INVOICE TO:

SEE BILLING INSTRUCTIONS ON REVERSE

a. NAME
Dept.of Interior/National Business Ctr.
e-mail address: 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(i). GRAND TOTAL

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

In accordance with the Section B.3.20, Task Order Procedures, of the subject delivery order, this letter hereby definitizes Task Order No. 5. This effort shall be performed in accordance with the enclosed Statement of Work. Task Order No. 5 shall be in effect from November 24, 2009 through May 23, 2010. The cost ceiling for Task Order No. 5 is $490,968.72.

Task Order No. 5 obligates funds in the amount of $490,968.72. 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. 5 is as follows:

B&R No.: 010-15-5E1-330   Job Code: J1298   APPN No.:   31X0200.010
BOC: 252A   Commitment No.: 10070540   OBLG. AMT: $490,968.72

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. _____
NAME

_SVP_____
TITLE

_12-11-09_____
DATE

Task Order No. 5
Statement of Work

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

1. Background

The NRC has implemented an MPKI-based credentialing system (MPKI) for delivering smart card identity credentials to external partners doing business with the NRC. The current implementation was designed specifically to enroll and credential prospective users of the National Source Tracking System (NSTS) application and is tailored for that purpose. As a result, the credentialing system lacks standardized interfaces for use by a range of online applications at the NRC.

2. Description of Work

The purpose of this project is to re-define the interfaces between the MPKI credentialing system and the NRC applications that rely on the secure issuance of a credential to an individual. These applications are referred to as "relying applications" and their owners and operators are referred to as "relying parties." The enrollment interface of the credentialing system collects enrollment information directly from the applicant and possibly imported from the relying application as well. The credential delivery interface provides a repository or service that allows a relying party to search for and verify the issuance of a secure credential to an applicant. A guidebook will inform relying parties about how to refer an applicant for credential enrollment, how to pass along information already collected about the applicant, and how to confirm proper credential issuance to an approved applicant.

2.1 Functional Requirements

The following functional requirements shall be addressed in the proposed solution:

- The NRC desires a web-based, application agnostic front-end that supports enrollment for all external partner credentials issued by the MPKI system. This interface is to manage only the information necessary to complete the credential enrollment process (i.e. not application-specific business data). This data includes employment information, personally identifiable information (PII), program sponsorship, subscriber agreement, and required e-authentication level of assurance (LOA). The collection, processing, and storage of information must conform to Federal Bridge Certification Authority (FBCA), Privacy Act, FISMA, and NRC security requirements.

- The NRC desires to enable qualified acceptance by the credentialing system of user enrollment data collected by NRC relying applications. The source of the data must be authenticated and auditable. The objective is to improve the user enrollment experience for applicants without compromising security or privacy. The solution delivery must include a detailed user guide and interface specifications for NRC application owners on what data can be forwarded and in what format and protocol.

- The NRC desires a single identity repository with the credential history for each user. For example, this facility would show which credentials a given user currently possesses and the purpose or program for which they were

issued. The facility must show both internal and external NRC credentials held by any given user. Access to the facility and associated reports must be limited to authorized users only.

3. Tasks

The contractor shall fully and clearly address all requirements described in the Description of Work, Tasks, and Project Deliverables sections.

3.1 Tasks by Project Phase

Inception Phase: The contractor shall document the business and functional requirements of the new enrollment and credential delivery interfaces by conducting up to seven interview sessions with current and future relying parties and other stakeholders. The contractor shall document the business and functional requirements and document a set of use cases to match the requirements in a formal System Requirements Specification document.

Elaboration Phase: The contractor shall document a prototype design that addresses the use cases developed in the requirements analysis activity. The contractor shall submit the design document for NRC review and concurrence and provide an oral presentation. After design approval, the contractor shall update the System Architecture Document to include detailed descriptions of any hardware or software additions or changes and how these changes integrate into the overall architecture. The NRC will provide the current System Architecture Document. If due to scaling or other requirements, new hardware or software is recommended as part of the design under this statement of work, such new hardware or software must be approved in advance by the NRC.

Construction Phase: The contractor shall implement the approved design in the NRC Consolidated Test Facility (CTF) as a proof of concept. The contractor shall develop a test plan for acceptance testing by the NRC and/or its Independent Verification and Validation (IV&V) contractor. The test plan shall exercise all of the use cases and show how the business and functional requirements are met by the new interfaces. The NRC shall have reasonable time to evaluate the test system and identify areas that do not meet requirements. The contractor shall correct the identified deficiencies.

Transition Phase: If necessary due to changes identified in the Construction Phase, the contractor shall update the System Architecture Document. The contractor shall complete the Readiness Review Template provided by the NRC and assist with the transition of operations to the OIS/COTB support staff. The contractor shall update the NRC External Partner Credential system configuration as-built document to incorporate any changes to the production configuration. The contractor shall assist the NRC and/or its Security Certification contractor to update any Security Certification artifacts that need to be changed due to activities under this statement of work. Security activity shall also include assisting and monitoring the system security hardening process when new hardware is implemented under this statement of work.

Operations and Maintenance Phase: No activity is specified under this statement of work.

Retirement Phase: No activity is specified under this statement of work.

3.2 Project Scheduling and Management

The contractor shall develop an overall schedule for the project to include resources and milestones as required by the NRC Project Management Methodology. This plan will be placed in the OIS Project Management system and updated weekly. The contractor shall provide a qualified project manager to coordinate and supervise contractor activity and performance on all work items. 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.

3.3 Project Change Control

All changes to the system will be managed through the NRC integrated Change Control process. This includes the use of Rational Suite to be used for system change request (CR) and the Technical Change Request process (TCR) for any changes that may affect the NRC infrastructure. Changes to NRC functional requirements need to be officially approved.

4. Acceptance Criteria

The NRC will review and formally accept each deliverable and milestone once it has met the requirements of this statement of work. The NRC will identify in reasonable detail the specific services or deliverables which the NRC believes were not adequately delivered, with reference to the corresponding sections of this statement of work, via written notice within a five business day period. Following receipt of such notification, the parties shall cooperate in good faith to promptly address and resolve any remaining service delivery requirements in a timely manner commensurate with the extent of remediation required. Upon delivery of the remaining services, the NRC retains the right to inspect and acknowledge full delivery under these same terms.

5. Project Deliverables

The contractor shall follow the NRC Project Management Methodology and produce the relevant deliverables and artifacts listed below.

Deliverable	Description	Due Date
Project Management Plan	Create the initial Project Management Plan and any associated plan. Coordinate the development of associated plans and content for publication in a "master" Project Management Plan (PMP) document. The PMP may be viewed as a composite document that contains all the information necessary to manage and control the project. The information is included directly in the content of the PMP, or by reference to other schedules, specifications, or plans.	2 weeks after award
Project Schedule	Create the initial Project Schedule, with sufficient detail to scope the phases and iterations, define the major milestones and deliverables, and identify the needed resources (by category) for all phases. The Project Schedule must be sufficiently detailed to allow resource assignments for all Inception Elaboration, Construction and Transition phases.	3 weeks after award for Inception and Elaboration Phases. 12 Weeks for Construction and Transition Phases

Deliverable	Description	Due Date
Risk/Issues List	Risk/Issues List Template provides guidance on tracking a project's Risks and Issues.	3 weeks after award
System Requirements Specification (SRS)	This SRS fully describes the behavior of the application or subsystem identified. It also describes nonfunctional requirements, design constraints, and other factors necessary to provide a complete and comprehensive description of the requirements for the system.	6 weeks after award
Milestone	**Completion of Inception Phase**	7 weeks after award
Prototype Design Document	A brief design document limited to the functionality of the new enrollment and credential delivery interfaces.	9 weeks after award
Update System Architecture Document (SAD)	The SAD provides a comprehensive architectural overview of the system, using a number of different architectural views to depict different aspects of the system. It is intended to capture and convey the high level design and significant architectural decisions which have been made on the system.	11 weeks after award
Milestone	**Completion of Elaboration Phase**	12 weeks after award
Test Plan	The purpose of the Test Plan is to: • Identify system components and interfaces to be tested during the test period. • Describe test approach, test cases, and scenarios to be employed. • Define estimated LOE and required resources to perform testing. Outline milestones and timeframe for testing.	13 weeks after award
Test Evaluation Summary	The Test Evaluation Summary provides the test report for a particular test that has been executed.	15 weeks after award
Test System User Acceptance Test	Provide an appropriate period for NRC project stakeholders to use and evaluate the system prior to acceptance of the test system as meeting NRC requirements.	16 weeks after award
Milestone	**Completion of Construction Phase**	17 weeks after award
Deployment Plan	The Deployment Plan describes the set of tasks necessary to install and test the developed product such that it can be effectively transitioned to the user community. If the system will replace an existing system, compatibility, conversion, and migration issues must be addressed. Provides deployment sequence and schedule.	18 weeks after award

Deliverable	Description	Due Date
System Support Material	Consists of end-user support material (user guide, online help) and operations/maintenance support (operations support guide and operating procedures).	20 weeks after award
Lessons Learned Report	Lessons learned can also be used after each iteration or phase. These lessons will ensure that improvements can be identified and implemented in the next iteration, phase, or project.	24 weeks after award
Production System User Acceptance Test	Provide an opportunity for NRC project stakeholders to test and validate the production system prior to acceptance of the system as meeting the requirements of the transition plan.	25 weeks after award
Milestone	**Completion of Transition Phase**	26 weeks after award

6. Reporting Requirements

The contractor shall provide a monthly Technical Progress Report in accordance with the provisions of Section A.3 of the Delivery Order. The Report should be in Microsoft Office Word 2003 format. The Technical Progress Report is due no later than one week after the close of the contractor's monthly billing cycle to the Contracting Officer and the Project Officer.

The contractor shall also submit a weekly status email to the Project Officer and the Program Manager. The email should summarize the major accomplishments of the week, any outstanding issues along with recommendations for resolution, any project risks identified along with estimates of likelihood of occurrence and impact to the project, and plans and milestones to be achieved in the coming week. In addition, the contractor shall include a listing of the hours expended by labor category, the percentage of total available hours expended, and the total percentage of work completed in each project phase. The contractor shall in any event immediately notify the Project Officer when 50% of the available budget has been expended.

7. Skills Required

Lead Consultant: Technical expert in credentialing hardware, software, design, solution development, installation, configuration, troubleshooting, maintenance, capacity planning, disaster recovery planning, and training. Experienced with developing federally-compliant PKI subscriber registration systems and training materials for registration agents. Requires excellent system administration, troubleshooting, interpersonal communication, and teaching skills.

Project Manager: Business expert in project management with technical background in MPKI systems and services. Proficient with Microsoft Project software and familiar with enterprise project functionality and integrated project plans. Requires good oral and written communication skills.

8. Travel

No travel is expected under this statement of work.

9. Period of Peformance

The period of performance of this task order is November 24, 2009, through May 23, 2010.