

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

2 AMENDMENT/MODIFICATION NO: **MO01**      3 EFFECTIVE DATE: **January 11, 2010**      4 REQUISITION/PURCHASE REQ NO: **EPDA: DR 09 09 145**      5 PROJECT NO (if applicable):  
**FPS: RQ-CFO-10-106**

6 ISSUED BY: **U.S. Nuclear Regulatory Commission**      CODE: **3100**      7 ADMINISTERED BY (if other than item 6): **U.S. Nuclear Regulatory Commission**      CODE: **3100**  
 Div. of Contracts      Div. of Contracts  
 Attn: Sheila Bumpass      Attn: Sheila Bumpass  
 Mail Stop: TWR-01-B10M      Mail Stop: TWR-01-B10M  
 Rockville, MD 20852      Rockville, MD 20852

8 NAME AND ADDRESS OF CONTRACTOR (200+ street, county, State and ZIP Code):  
**THE KIL CORPORATION**  
**4206 MITCHELLVILLE RD STE A310**  
**ROWIE MD 20716177**  
 CODE: **DUNNS16157935**      FACILITY CODE:      9A AMENDMENT OF SOLICITATION NO:  
 9B DATED (SEE ITEM 11):  
 10A MODIFICATION OF CONTRACT/ORDER NO:  
**08J5846700 NRC-DR-09-09-145**  
 10B DATED (SEE ITEM 11):  
**07-17-1999**

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers  is extended,  is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:  
 (a) By completing items 6 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. **FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.** If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12 ACCOUNTING AND APPROPRIATION DATA (if required):  
**FPS:RQCFO10306; BAR:07N-15-EH1-133; JC:N7364 HOC:063A**  
**AN: 31X0200; OBLIGATED AMOUNT: \$230,000 DUNS:161579735**

**13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

(X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO (Specify authority): **THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A**  
 B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(u)  
 C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF **52.243-3 Changes - Time and Materials or Labor Hour**  
 D. OTHER (Specify type of modification and authority):

**E. IMPORTANT:** Contractor  is not,  is required to sign this document and return \_\_\_\_\_ copies to the issuing office.

14 DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible):  
 The purpose of this modification is to:  
 1. Provide incremental funding  
 2. Add tasks to the scope of work and increase the level of effort.  
 Specific changes are reflected on the subsequent pages.

Contract Ceiling: **\$877,489.35 (Changed)**  
 Total Obligated Amount: **\$499,100.00 (Changed)**  
 Period of Performance: **July 13, 2009 - January 31, 2011 (Unchanged)**

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A NAME AND TITLE OF SIGNER (Type or print): **Brenda Bridgen, Deputy CFO**      15B CONTRACTOR/OFFICER: *Brenda Bridgen*      15C DATE SIGNED: **01/08/10**  
 15A NAME AND TITLE OF CONTRACTING OFFICER (Type or print): **Sheila Bumpass, Contracting Officer**      15B UNITED STATES OF AMERICA: *Sheila Bumpass*      15C DATE SIGNED: **1/11/2010**  
 By: *Sheila Bumpass* (Signature of Contracting Officer)

TEMPLATE - ADMIN001

SUNSI REVIEW COMPLETE

MAR 03 2010

ADMIN001

The purpose of this modification is to:

1. Provide incremental funding in the amount of \$230,000, thus increasing the total obligated amount from \$460,000 to \$690,000.
2. Increase the labor hours under CLINS 0001 and 0002. Therefore, delete A.2 Pricing and replace with:

**A.2 Pricing**

(a) All unit prices are fixed unit hourly prices that include all costs [including, but not limited to: labor, fringe benefits, overhead, G&A, and profit] necessary to provide the product and services required in the contract.

CLIN	Item	Unit	Unit Price	Hours	Total
0001	Project Manager – Technical Manager – Leader 1	HR	[REDACTED]	[REDACTED]	[REDACTED]
0002	On-Site Manager – Information Engineering Analyst III	HR	[REDACTED]	[REDACTED]	[REDACTED]
0003	Program Analyst – Information Engineering Analyst II	HR	[REDACTED]	[REDACTED]	[REDACTED]
0004	Computer Clerk	HR	[REDACTED]	[REDACTED]	[REDACTED]
				<b>TOTAL</b>	<b>\$877,439.35</b>

3. Delete the SOW in the contract and replace with the following:

**STATEMENT OF WORK  
 PROVIDE INDEPENDENT VERIFICATION AND VALIDATION SERVICES FOR THE U.S. NUCLEAR  
 REGULATORY COMMISSION'S (NRC) FINANCIAL ACCOUNTING AND INTEGRATED  
 MANAGEMENT INFORMATION SYSTEM (FAIMIS) PROJECT**

**1.0 BACKGROUND**

The NRC currently uses a Federal Shared Service Provider (SSP), the National Business Center (NBC) at the Department of the Interior (DOI), as the Information Technology (IT) host and provider of the NRC core accounting system, the Federal Financial System (FFS). The NBC notified all its customer agencies in a March 30, 2006 letter that the corporate owner of the FFS, CGI, has advised the NBC that the FFS is no longer compliant with Federal standards for financial management systems and that they have discontinued any upgrades or enhancements to this system. Therefore, NBC plans to discontinue service on the FFS effective with the beginning of FY 2011, starting on October 1, 2010. As a result, the NRC must replace its legacy core accounting system, the FFS.

It is envisioned that FAIMIS will replace five existing stand-alone financial systems: the core accounting system (FFS); the Cost Accounting System (CAS); the Capitalized Property System (CPS); and the Allowance/Allotment Financial Planning System (AAFP). The FAIMIS will improve information availability, timeliness, and accuracy.

As a statutory requirement, the NRC recovers approximately 90 percent of its budget, as adjusted, in fee billing to its licensees. The NRC accomplishes its fee billing through a collection of nine separate legacy systems collectively referred to as the NRC Fee Billing System (FEES). The FEES is obsolete, requiring significant manual intervention, and is not compliant with Federal government standards for financial systems. The FEES

was developed internally and has grown organically over time to meet changing business needs without an underlying plan or architecture; thus, the current architecture consists of an overly complex solution with redundant functionality. The NRC envisions that the fee billing requirements will be accomplished in a new core financial system and FEES will be discontinued.

Additionally, the NRC has a legacy Commercial-Off-The-Shelf (COTS) Cost Accounting System that receives labor hours from the agency Time and Labor system and cost data from FFS. The cost accounting system performs the full-costing of agency outputs that roll-up to the full cost of agency programs reported on the quarterly Statement of Net Cost. The NRC envisions the functionality of the legacy cost accounting system being performed by the agency new core financial system.

OMB's Financial Management Line of Business (FMLoB) strategy calls for consolidating the government's financial services at a small number of qualified agencies and companies. OMB requires agencies to use a commercial or OMB-designated Federal Shared Service Provider (SSP) to host their core financial system. Four entities have been designated by OMB as Federal providers including the NBC.

NBC will continue as the NRC SSP to host and operate the new core financial system (CFS), the Financial Accounting Integrated Management Information System (FAIMIS). The NRC has selected CGI's Momentum Financials to become the next generation core financial system. The NRC anticipates the project implementation phase kick-off will be on or about June 1, 2009 with a system "go-live" date of October 1, 2010. NBC, along with a sub-contractor, will perform software integration services for the NRC to implement the new COTS product.

## 2.0 OBJECTIVES

The objective of this statement of work is to obtain Independent Verification and Validation (IV&V) contract services to review and validate all contract deliverables developed by the NBC and their Software Integrator during the implementation phases of FAIMIS. In addition the IV&V contractor shall assist the NRC Project Team with final end-to-end testing of the license fee billing and cost accounting solutions developed within the new system. Specifically, the contractor shall perform the independent review and validation in order to assist the NRC Project Manager with the FAIMIS by meeting the following objectives:

- (1) Perform a periodic review of the FAIMIS Project Plan Work Breakdown Structure (WBS) to ensure tasks and milestones are completed as scheduled and to ensure the Project Plan remains current and properly reflects all agreed to changes to tasks, milestones, task durations, responsible parties, etc. The Project Plan should be prepared consistent with the FAIMIS vision, contractor performance work statement, DOI/NBC inter-agency agreement, and the CFS system requirements.
- (2) Perform a periodic review of the FAIMIS Management Plan to ensure risks have been properly identified, the mitigating strategies are continually being updated to reflect any changes, and risks are being closed timely after the mitigation strategy has been implemented.
- (3) Review system requirements analysis, "Fit-Gap" analysis and "To-Be" workflow contract deliverables for accuracy and completeness.
- (4) Review system configuration and design contract deliverables for accuracy and completeness based on the "To-Be" workflow diagrams and stated system requirements.
- (5) After a baseline configuration of the new system has been achieved, review additional contract deliverables during the implementation phase of the FAIMIS for accuracy and completeness. Additional contract deliverables include, but are not limited to; test plans and test scripts, conversion plans, system interface requirements, user training materials, and system certification and accreditation documents.
- (6) Review the NBC Software Integrator's monthly status reports to include Earned Value Management (EVM) calculations to ensure the project remains within scope, budget, and schedule.
- (7) Provide on-going advice and assistance to the NRC Project Manager for actionable items identified during the implementation phase of the FAIMIS.
- (8) Provide final reports of the findings and recommendations from the review of the Software Integrator's contract deliverables.

- (9) Assist the NRC Project Team with final end-to-end testing of the license fee billing and cost accounting functional areas based on documented requirements.

### 3.0 SCOPE OF WORK

IV&V services are needed for Fiscal Year (FY) 2009 and 2010 to review deliverables prepared by the NBC Software Integrator for the FAIMIS. The contractor will be available to provide advice and assistance on an ongoing basis to the NRC Project Manager, and will perform a review of each FAIMIS deliverable to ensure they are complete and consistent with the FAIMIS Project Plan and system requirements. The contractor will monitor the FAIMIS Project Plan, Risk Management Plan, and periodic status reports for potential deviations to project scope, schedule, and cost. The contractor will assist the NRC Project Team with reviewing system requirements, "Fit-Gap", design, and configuration documents in order to develop a baseline configuration of the new FAIMIS for product testing. In addition, the contractor will assist the NRC Project Team with reviewing additional contract deliverables as they are made available by the NBC Software Integrator.

### SPECIFIC TASK REQUIREMENTS

- 3.1.1 Task 1 – Provide Project Management Support for the FAIMIS for FY 2009 and 2010.

#### Requirements

The contractor shall:

1. Review and validate the Project Plan and Schedule, Risk Management Plan, Requirements Management Plan, Periodic Status Reports and EVM Calculations for the FAIMIS. Provide an initial review of the FAIMIS Project Management artifacts as they are made available and respond with comments for improvement within 10 business days, unless otherwise noted.
2. Advise the NRC Project Manager on industry best practices for preparing Project Plans and Risk Management Plans for IT projects.
3. Analyze the project artifacts and evaluate for correctness, consistency, completeness, accuracy, and readability based on the FAIMIS statement of work, the NBC Software Integrator technical and cost proposal, DOI/NBC inter-agency agreement, and FAIMIS system requirements.
4. After the initial review of the Project Plan, the NBC Software Integrator and NRC Project Manager will agree on a final baseline version of the Project Plan. The contractor will conduct bi-monthly reviews of the plan to ensure it remains current based on any agreed to changes between the NBC Software Integrator and NRC Project Manager. The contractor will also alert the NRC Project Manager of any potential deviations identified with Project Plan tasks, milestones, and task duration dates. The contractor will respond with comments within 3 business days, unless otherwise noted.
5. Provide a review of the NBC Software Integrator's monthly status reports and EVM calculations as they are made available and respond with comments within 3 business days, unless otherwise noted. The contractor shall analyze the monthly status reports and compare the actual and planned activities to the FAIMIS Project Plan to ensure all project tasks are being performed as scheduled and remain within project scope. Analyze the EVM calculations to ensure the project remains within scope and schedule. Identify areas for potential deviation in the near term.
6. The contractor shall apply all applicable industry and Federal standards and best practices to the execution of this task.

Deliverables

This will be an iterative and collaborative effort whereby the contractor shall provide on-going advice based on the initial review and bi-monthly reviews of the FAIMIS Project Plan. Comments and recommendations based on the requirements of this task shall be in written form as an e-mail to the NRC Project Manager. E-mails shall include a statement that provides evidence of an IV&V review by the contractor, such as; "*The MIL Corporation*" has performed an independent validation and verification of the CFSRP Project Plan for the period of... and has identified the following issues and provides the following recommendations..."

The contractor shall also submit a formal quarterly report to the NRC Project Manager which includes a summary of work performed with specific descriptions of all open issues and related status, and all issues that were closed during the quarter. This report shall be submitted five business days after the end of the quarter.

- 3.1.2 Task 2 – Review and validate the contract deliverables for the FAIMIS for FY 2009 and 2010.

Requirements

The contractor shall:

1. Provide an initial and final review of the system configuration contract deliverables for each functional area of the FAIMIS and respond with comments for improvement within 10 business days, unless otherwise noted.
2. The NBC Software Integrator will be expected to provide separate system requirements, "To-Be" design, and configuration documents for each of the following functional areas of the FAIMIS: Security & Workflow, Budget Execution, Purchasing, Accounts Payable, Accounts Receivable, License Fee Billing and Reimbursable Work, General Ledger, General System, Travel Accounting, Fixed Assets, Cost Accounting, Financial Reporting and Credit Card Reconciliation. The NBC Software Integrator will also be performing a "Fit-Gap" analysis of NRC License Fee Billing and Cost Accounting requirements to determine the ability of the new FAIMIS software to meet NRC requirements. The IV&V contractor shall review all deliverables provided by the NBC Software Integrator for accuracy to ensure the system meets NRC requirements.
3. Attend and track all fit gap sessions performed by the NBC Software Integrator. If customization is required, the contractor shall develop a list of required NRC business process and/or policy changes and work with the NRC and NBC project staff to determine the changes that are the highest priority and identify appropriate scheduling, i.e., initial deployment or subsequent updates.
4. Analyze the deliverables for each functional area and evaluate for correctness, consistency, completeness, accuracy, and readability based on the Project Plan, FAIMIS statement of work, NBC Software Integrator technical and cost proposals, DOI/NBC inter-agency agreement, "To-Be" workflow diagrams, and FAIMIS system requirements.
5. After a baseline configuration of the new system has been achieved, perform initial and final review of additional contract deliverables provided by the NBC Software Integrator and respond with comments for improvement within 10 business days on the initial review, unless otherwise noted.
6. Additional contract deliverables will include, but not be limited to; test

plans and test scripts, test results from iterative configuration testing, conversion plans, system interface requirements, user training materials, and system certification and accreditation documents.

7. After initial comments and changes are made to the deliverable documents by the NBC Software Integrator, the contractor will perform a final review of the contract deliverables and respond with comments within 5 business days, unless otherwise noted.
8. The contractor shall apply all applicable industry and Federal standards and best practices to the execution of this task.

#### Deliverables

This will be an iterative and collaborative effort whereby the contractor shall provide an initial review and a final review of the NBC Software Integrator's contract deliverables. Comments and recommendations from the initial and final reviews shall be in written form as an e-mail to the NRC Project Manager and Task Manager. E-mails shall include a statement that provides evidence of an IV&V review by the contractor, such as; "The MIL Corporation" has performed an independent validation and verification of the NBC Software Integrator's Deliverable Document Name dated... and has identified the following issues and provides the following recommendations..."

The contractor shall also submit a formal quarterly report to the NRC Project Manager which includes a summary of work performed with specific descriptions of all open issues and related status, and all issues that were closed during the quarter. This report shall be submitted five business days after the end of the quarter.

### 3.1.3 Task 3 – Assist NRC with Final FAIMIS Testing for All Functional Areas.

#### Requirements

The contractor shall:

1. At the key points in the development process, (design reviews and test events), evaluate the design in order to ensure that the design will meet objectives for security, reliability, quality, and functionality. The contractor shall also inspect the design for compliance with relevant standards as defined by NRC, both internal to NRC (such as Enterprise Architecture Standards) and external to NRC (such as NIST guidelines), using common industry best practices as necessary to provide NRC with an independent assessment of design soundness.
2. Work with the NRC to develop system acceptance criteria and matching parameters for use in testing of results with parallel results from existing systems. The testing approach shall be based on parallel data obtained from production runs in the existing NRC financial and programmatic systems and test data. Test data and data sets shall be collected and made available as needed from existing data processing, and used on an iterative basis to formulate, evaluate, and identify issues that will require NBC's attention.
3. Lead acceptance test case development and execution in conjunction with NBC for final SAT (System Acceptance Testing). The contractor shall participate in and witness vendor integration and UAT tests develop for NRC and participate in all 508 compliance, system security, and user access testing activities.

4. Maintain a detailed tracking of NRC trouble reports and fixes that are being implemented by the Software Integrator. As problems are corrected, the contractor shall close them out and provide a periodic status to NRC. For remaining or deferred problems, the contractor shall develop a list of issues that are to be presented to the NRC CFO and Deputy CFO on a weekly basis as to testing progress, solution readiness, and schedule compliance. This tracking will pertain exclusively to NRC issues, not those that the vendor may be tracking for the overall project.
5. Assist the NRC staff with performing final testing of all FAIMIS modules (Security & Workflow, Budget Execution, Purchasing, Accounts Payable, Accounts Receivable, License Fee Billing and Reimbursable Work, General Ledger, General System, Travel Accounting, Fixed Assets, Cost Accounting, Financial Reporting, and Credit Card Reconciliation). The contractor shall develop a testing plan and schedule with input from NRC functional experts that covers the full testing of all FAIMIS modules and the complete end-to-end processes of the license fee billing and cost accounting functions as documented in the FAIMIS functional requirements, the "To-Be" Design documentation, and title 10 of the Code of Federal Regulations, Parts 170 and Part 171, and the NRC annual fee rule.
6. Testing shall be iterative and a collaborative effort with the NRC to include the development of test scripts and the verification of proper loading of data inputs into FAIMIS from external systems and verification of the calculated expected result. The existing legacy systems: time and labor, payroll, agency project management, fee billing, and cost accounting systems shall be used to determine the expected outcome.
7. License fee billing end-to-end testing shall include the initial transfer of labor reporting codes and attributes from the NRC Program Management systems to the FAIMIS and Time and Labor systems, data input of labor hours and costs and contract costs into the FAIMIS through the external systems interface, calculation and generation of license fee invoices, and final updating to the FAIMIS general ledger.
8. The license fee billing testing shall also include the calculation and generation of annual fee invoices to licensees based on a schedule of fee rates and license issue dates. Annual license fee testing shall also include:
  - Quarterly pro-rated invoice generation for fees in excess of \$100,000,
  - Invoice reduction for small business status,
  - 50% reduction of fees based on license issue and termination dates, and
  - Fiscal Year 4<sup>th</sup> quarter adjustments based on newly issued fee rates.
9. Cost Accounting end-to-end testing shall include input of labor hours and payroll costs into the FAIMIS through the external systems interface, assignment of direct costs to cost objects, accumulation of indirect cost pools and allocation of indirect costs to cost objects, and the generation of the Statement of Net Cost.

#### Deliverables

The development of the testing plan and schedule will be an iterative and collaborative effort whereby the contractor shall provide draft versions to the NRC for review and comment. Comments and recommendations based on the requirements of this task shall be in written form to the NRC Project Manager. Reports shall include a statement that provides evidence of an IV&V review by the contractor, such as; "*The MIL Corporation*" has performed an independent validation and verification of the NBC Software Integrator's testing plan for the period of... and has identified the following issues and provides the following recommendations..."

The results of the final FAIMIS testing shall also be an iterative and collaborative effort whereby the contractor shall work with the NRC to perform the testing and documenting the results in the form of a Microsoft word document that outlines the test scripts and provides a comparison of the actual results of testing to the expected result. The test results report shall also include a listing of issues that will need to be resolved by the Software Integrator prior to final acceptance of the FAIMIS by the NRC Project Manager. The delivery date of the test plan and test schedule shall be agreed upon by the contractor and the NRC Project Manager. The contractor shall deliver the test results report to the NRC Project Manager no later than five business days after the completion of each iteration of testing.

3.1.4 Task 4 – Assist NRC with FAIMIS Data Conversion Validation and Verification for All Functional Areas.

Requirements:

The contractor shall perform the following:

1) Vendor Conversion:

- The contractor shall assist the NRC with the identification of vendor records for conversion to the new core financial system, to include verifying active vendors for conversion based on established NRC criteria and identifying duplicate vendors that should not be converted to the new core financial system.

- The contractor shall assist the NRC with validating the accuracy of the vendor data converted to the new core financial system, which shall include the crosswalk from the current legacy system vendor codes to the new defined vendor codes including Employees – SSN to EIN (approx. 5,600), Non-Governmental (Commercial) – Central Contractor Registry duns number (approx. 1,500), and Non-employee Invitational travelers (Other) – SSN to First 4 of Last Name + Last 4 of SSN (approx. 1,400).

- The contractor shall assist the NRC with validating the accuracy of the vendor data converted to the new core financial system by comparing the converted vendor records to a report of the ending vendor data from the legacy core financial system. Assistance shall include analyzing rejected vendor records resulting from the test and production runs of the conversion programs and identifying the actions needed to ensure the proper load of the rejected data in the new core financial system. The contractor shall validate the result of the corrections to ensure the accuracy of the final conversion load of vendor data.

2) Reimbursable Agreements Conversion:

- The contractor shall assist the NRC with identifying valid open reimbursable agreements for data conversion and assisting with validating the crosswalk of the new reimbursable data structure within the new core financial system.

- Based on the vendor data conversion programs, the contractor shall verify the accuracy of the vendor data associated with the converted transaction data.

- The contractor shall verify the accuracy of the dollar amounts converted for each transaction by comparing the amounts to the legacy core financial system.

- After the production run of the reimbursable agreements conversion program, the contractor shall assist with verifying the accuracy of the reimbursable agreements converted to

the new core financial system by comparing the data to the records from the legacy core financial system.

3) Budget Structure Conversion:

- The contractor shall develop a crosswalk from the current As-Is Budget Structure to the To-Be Budget Structure that will be used in testing the converted records in the new core financial system. The crosswalk shall be used in testing to verify the accuracy of the converted records to the new budget structure.

4) Open Obligation and Accounts Payable Conversion:

- The contractor shall assist the NRC with validating the accuracy of the test and production runs of conversion programs for open obligations and accounts payable transactions.

- Based on the new budget structure crosswalk, the contractor shall assist the NRC with verifying the accuracy of the converted open transactions against the reference data budget structure codes in the new core financial system.

- Based on the vendor data conversion programs, the contractor shall verify the accuracy of the vendor data associated with the converted transaction data.

- The contractor shall verify the accuracy of the dollar amounts converted for each transaction by comparing the amounts to the legacy core financial system.

- After verifying the result of the test and production runs of the conversion programs for open transactions, the contractor shall assist the NRC with the clean-up of rejected transactions to include identifying the corrective actions needed and to validate the results after the NRC applies the corrective actions.

5) Beginning Balance Conversion:

- The contractor shall assist the NRC with validating the data integrity of the test and production conversion program runs for the beginning balances loaded in the new core financial system by verifying that the ending balances from the legacy core financial system agree to the beginning balances loaded in the new core financial system.

#### 4.0 ACCEPTANCE CRITERIA

The report deliverables shall provide sufficient detail to ensure completeness, consistency, correctness, and accuracy of the work performed. All deliverable products shall be grammatically correct and contain correct spelling. All technical and financial terms shall be clearly defined to be understood by all readers. All final deliverable products shall be approved in writing by the NRC Project Manager or designated representatives. All reports, policy and/or guidance shall be in narrative form, analytical and discussing business best practices supplemented, where appropriate, with diagrams, charts, graphs and other illustrations.

#### 5.0 MEETINGS AND TRAVEL

##### 5.1.1 Kick-off Meeting

For tasks identified in Section 3.0 above, the contractor shall participate in a kick-off meeting no later than five (5) business days after award to introduce the NRC Project Manager and other NRC representatives. The purpose of the meeting is to review and discuss the NRC goals for the project and to establish a contractor/NRC communications and reporting framework for the project. Further, discussion shall include the corresponding deliverables as identified in Section 3.0 above. Internal NRC documents will be coordinated during this meeting.

5.1.2 Periodic FAIMIS Status Meetings

To perform the tasks identified in Section 3.0 above, the contractor shall be expected to attend periodic status meetings to be conducted, at a minimum, on a bi-weekly basis. Dates and times of status meetings will be mutually agreed upon by the NRC Project Manager, DOI/NBC Project Manager, and the NBC Software Integrator. The status meetings will be held at the NRC Headquarters in Rockville, MD. The contractor shall be prepared to make presentations or deliver status reports and/or discuss issues relevant to the status meetings.

5.1.3 IV&V Contractor Status Meetings

For tasks in Section 3.0 above, the contractor shall participate in periodic status meetings to be conducted on a bi-weekly basis. Dates and times of status meetings will be mutually agreed upon by the NRC Project Manager and the contractor, with the contractor having the discretion to attend via conference call from their place of work.

5.1.4 Travel

For Tasks identified in Section 3.0 above, the contractor shall complete work associated with these tasks at the contractor's own facilities and/or NRC Headquarters in Rockville, MD. Travel to other locations will not be required.

6.0 GOVERNMENT FURNISHED MATERIALS AND EQUIPMENT

For Tasks identified in Section 3.0 above, to facilitate the work to be performed, the NRC will, upon request, provide the contractor with any and all materials documenting current applications systems, processes, requirements, and access to Government and other contractor personnel as required.

7.0 PERIOD OF PERFORMANCE

See A.1

8.0 ESTIMATED LEVEL OF EFFORT

See A.2

9.0 KEY PERSONNEL AND STAFF QUALIFICATIONS

The following personnel are considered key personnel throughout the contract's period of performance.

ONSITE MANAGER/PROJECT LEADER

Experience:

This person shall have a minimum of seven (7) years overall management or technical leadership experience. Three (3) years technical experience with management, organizational and/or business improvement services tasks. Two (2) years of management experience and expertise in analyzing, developing, implementing and supporting systems for managing a wide variety of diverse tasks.

Functional Responsibility:

This person acts as the manager and administrator for the contract effort and as the technical leader. Also, serves as the primary interface and point of contact with NRC on contractual or technical matters; supervises the project by developing procedures, planning and directing execution of the contracted work and monitoring and reporting progress; and manages and controls financial and administrative aspects of the project with respect to contract requirements and functions as the technical leader.

PROGRAM ANALYST

Experience:

This person shall have a minimum of four (4) years overall professional experience as a business/process analyst, and with client-server based technologies and systems. This person shall also have experience working as a member of a team performing life cycle design/development/implementation operations or functional analysis.

Functional Responsibility:

This person shall participate as a team member responsible for performing analysis, design, programming and/or documentation tasks.

DATA CONVERSION ANALYST

Experience:

This person shall have a minimum of five (5) years overall technical experience. Three (3) years technical experience working with Federal agencies to implement federal financial management systems. Two (2) years of technical experience and expertise in analyzing, developing, implementing and supporting systems for managing a wide variety of diverse tasks.

Functional Responsibility:

This person shall participate as a team member responsible for performing analyses, evaluations, and validation tasks associated with data conversion activities.

**As a result of this modification:**

Contract Ceiling:	\$877,439.35 (Changed)
Total Obligated Amount:	\$690,000.00 (Changed)
Period of Performance:	July 13, 2009 - January 31,2011 (Unchanged)

All other terms and conditions remain the same.