

**ORDER FOR SUPPLIES OR SERVICES**

PAGE OF PAGES

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

BPA NO. NRC-DR-33-10-365

1

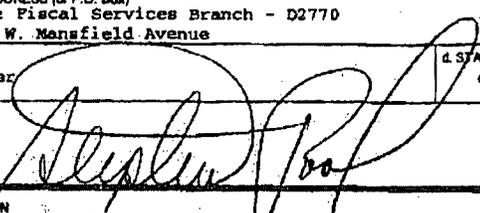
1. DATE OF ORDER <b>FEB 24 2010</b>		2. CONTRACT NO. (if any) GS35F47D4G		6. SHIP TO:	
3. ORDER NO. T001		4. REQUISITION/REFERENCE NO. <b>33-10-365</b>		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Mail Stop: TWB-01-B10M Washington, DC 20555				b. STREET ADDRESS Attn: William Carrier Mail Stop: 6D3M	
7. TO:		c. CITY Washington		d. STATE DC	e. ZIP CODE 20555
8. NAME OF CONTRACTOR ADVANCED TECHNOLOGY SYSTEMS INC A T S C				f. SHIP VIA	
9. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 7925 JONES BRANCH DR				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
d. CITY MC LEAN		e. STATE VA	f. ZIP CODE 221023343	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.	
9. ACCOUNTING AND APPROPRIATION DATA B&R Number: 010-15-5F1-340JC; J1273B; O.C: 252A; APPN: 31X0200.010 Obligates Funds: \$866,000.00 FFS Number: 10070621 DUNS: 037753399				10. REQUISITIONING OFFICE OIS	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))					12. F.O.B. POINT
<input type="checkbox"/> a. SMALL	<input checked="" type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> g. SERVICE DISABLED VETERAN-OWNED		N/A
<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)		16. DISCOUNT TERMS
a. INSPECTION Rockville, MD	b. ACCEPTANCE ROckville, MD	N/A	N/A		

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)
	<p>Task Order 001 Under NRC-DR-33-10-365: Contractor shall provide guidance and assistance with the maintenance and user support of the PFM process and RES environment, in accordance with the terms and conditions of GSA schedule GS-35F-47D4G, the terms and conditions of NRC-DR-33-10-365 and there terms and conditions contained herein. A complete breakdown of the requirements of this task order are specified in the Statement of Work (SOW) (Attachment 1).</p> <p>The services being procured shall be provided on a fixed price (CLIN 001) and labor hour basis (CLIN 002). All labor hours work shall be requested via an email from the NRC PO to the contractor project manager. The email shall state the following: labor mix, hours required and period of performance. Page 2 contains a complete price structure.</p> <p>NRC Obligation Amount: \$866,000.00 NRC Ceiling Amount \$1,277,457.00 Period of Performance: 3/1/2010-2/28/2011</p>				See CONTINUATION Page	

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
21. MAIL INVOICE TO:					
a. NAME Department of Interior / NBC 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(f) TOTAL (Cont. pages)	
				17(g) GRAND TOTAL	
				\$866,000.00	

22. UNITED STATES OF AMERICA BY (Signature) 		23. NAME (Typed) Stephen Pool Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER	
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OPTIONAL FORM 347 (REV. 4/2006)  
PRESCRIBED BY GSA/FAR 48 CFR 63.213(f)

FEB 24 2010

Executive VP & CFO

TEMPLATE - ADM001

SUNS! REVIEW COMPLETE

ADM001

Pricing Structure

**Base Year Pricing: 3/1/2010-2/28-2011**

CLIN #	Description	Quantity	Unit	Unit Price	Total Price
0001	Fixed Price Support ( SOW 5.1)	[REDACTED]	Months	[REDACTED]	[REDACTED]

CLIN #	Description	Estimated Quantity	Unit	Price per Hour	Not-To-Exceed
0002					
000201	Tool Specialist (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
000202	Tool Specialist Manager (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
000203	Project Controller (SOW 5.2)	[REDACTED]	Hours	\$ [REDACTED]	[REDACTED]

**Option Year 1: 3/1/2011-2/29/2012**

CLIN #	Description	Quantity	Unit	Unit Price	Total Price
1001	Fixed Price Support ( SOW 5.1)	[REDACTED]	Months	[REDACTED]	[REDACTED]

CLIN #	Description	Estimated Quantity	Unit	Price per Hour	Not-To-Exceed
1002					
100201	Tool Specialist (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
100202	Tool Specialist Manager (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
100203	Project Controller (SOW 5.2)	[REDACTED]	Hours	\$ [REDACTED]	[REDACTED]

**Option Year 2: 3/1/2012-2/28/2013**

CLIN #	Description	Quantity	Unit	Unit Price	Total Price
2001	Fixed Price Support ( SOW 5.1)	[REDACTED]	Months	[REDACTED]	[REDACTED]

CLIN #	Description	Estimated Quantity	Unit	Price per Hour	Not-To-Exceed
2002					
200201	Tool Specialist (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
200202	Tool Specialist Manager (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
200203	Project Controller (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]

**Option Year 3: 3/1/2013-2/28/2014**

CLIN #	Description	Quantity	Unit	Unit Price	Total Price
3001	Fixed Price Support ( SOW 5.1)	[REDACTED]	Months	[REDACTED] 00	[REDACTED]

CLIN #	Description	Estimated Quantity	Unit	Price per Hour	Not-To-Exceed
3002					
300201	Tool Specialist (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
300202	Tool Specialist Manager (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]
300203	Project Controller (SOW 5.2)	[REDACTED]	Hours	[REDACTED]	[REDACTED]

**Option Year 4: 3/1/2014-2/29-2015**

CLIN #	Description	Quantity	Unit	Unit Price	Total Price
4001	Fixed Price Support ( SOW 5.1)		Months		

CLIN #	Description	Estimated Quantity	Unit	Price per Hour	Not-To-Exceed
4002					
400201	Tool Specialist (SOW 5.2)		Hours		
400202	Tool Specialist Manager (SOW 5.2)		Hours		
400203	Project Controller (SOW 5.2)		Hours		

TASK ORDER TERMS AND CONDITIONS

NOT SPECIFIED IN THE CONTRACT

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

**A.2 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)**

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 10 days of contract expiration.

**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 10 days of contract expiration; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 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 5 years.

**A.4 CONSIDERATION AND OBLIGATION--FIRM FIXED PRICE (JUN 1988)**

The firm fixed price of this contract is \$749,906.00.

**A.5 CONSIDERATION AND OBLIGATION--DELIVERY ORDERS (JUN 1988)**

(a) The total estimated amount of this contract (ceiling) for the products/services ordered, delivered, and accepted under this contract is \$1,277,457.00, of which, 749,906.00 shall be obligated on a fixed price basis. The remaining ceiling, \$527,550.00 shall be used to cover the labor hour portion of this task order. The Contracting Officer may unilaterally increase this amount as necessary for orders to be placed with the contractor during the contract period provided such orders are within any maximum ordering limitation prescribed under this contract.

(b) The amount presently obligated with respect to this contract is \$866,000.00. The Contracting Officer may issue orders for work up to the amount presently obligated. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this contract. The obligated amount shall, at no time, exceed the contract ceiling as specified in paragraph a 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 contract.

Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk.

## SAMPLE TASK ORDER 1

### PROJECT MANAGEMENT METHODOLOGY AND SUPPORTING TOOLS STATEMENT OF WORK

#### 1.0 Background

The NRC has developed an integrated Project Management Methodology (PMM) which is a customization of the IBM Rational Unified Process (RUP). NRC has acquired the IBM Rational Enterprise Suite (RES) as software tools to support the PMM process framework. The PMM process was approved in June of 2007 as an NRC Management Directive for all new system development projects.

#### 2.0 Objective

The contractor shall provide guidance and assistance with the maintenance and user support of the PMM process and RES environment. The contractor will provide:

- (1) continuous maintenance of the PMM and IBM Rational client/server software environment;
- (2) responses to user-identified PMM and RES questions and problems;
- (3) maintenance of the PMM website;
- (4) updates of multiple ClearQuest schemas as necessary; and
- (5) testing and deployment of version upgrades of the IBM Rational Software as necessary to all NRC users.

#### 3.0 Technical Qualifications Required

Expertise is required in many areas, including: (1) Rational Unified Process; (2) Rational Enterprise Suite; Rational Professional Bundle (RPB); (3) project management; (4) software development lifecycle (SDLC); and (5) industry software development best practices.

The Contractor's team must hold, at a minimum, the following IBM certifications among them. No single individual is required to have all the certifications but each certification identified below must be held by at least one or more members of the team.

- IBM Rational Unified Process
- IBM Rational ClearQuest
- IBM Rational ClearCase

Although not required, it is preferred that each certification identified below is held by at least one or more members of the team.

- IBM Rational RequisitePro
- IBM Rational TestManager

4.0 Level of Effort

The estimated level of effort for this task is 10,500 staff-hours for the base year and 10,500 staff-hours per option year.

Role	Hours
Tool Specialist (Fixed Price Labor) (Key Personnel)	
Tool Specialist	
Tool Specialist Manager	
Process Manager (Fixed Price Labor) (Key Personnel)	
Program Manager (Fixed Price)	
Project Controller	
<b>Total</b>	

5.0 Period of Performance

The period of performance for this task order is December 31, 2009 – December 30, 2010 with four one-year option periods.

6.0 Scope of Work

The Contractor shall provide guidance and assistance with the maintenance and continued improvement of the RES software tools and PMM process. The work shall include, but is not limited to, the following tasks:

- Provide expertise on the application of the PMM for Information Technology (IT) projects and initiatives.
- Continuously maintaining the PMM and RES client/server software environment.
- Providing technical assistance and support with setting up, documenting, and updating the RES environment.
- Maintaining and updating classroom training materials, user guides, and environment configuration documentation for PMM and RES.
- Review and update RES security control and server security hardening configuration.
- Teaching PMM and RES classes, as well as one-on-one user training.
- Creating templates and user guidance documents based on PMM standards.
- Responding to user-identified PMM and RES questions and problems.
- Support user requests that come in to the Rational Support Desk phone and email mailbox weekdays from 8AM to 6PM.
- Support user requests that come in to the PMM Support Desk phone and email mailbox weekdays from 8AM to 5PM.
- Generate NRC data collection forms using IBM Rational SoDA for the quarterly NRC Data Call.
- Updating and deploying multiple ClearQuest enterprise schemas with releases following the PMM standards. A ClearQuest schema is the configuration of the

# SAMPLE TASK ORDER 1

## PROJECT MANAGEMENT METHODOLOGY AND SUPPORTING TOOLS STATEMENT OF WORK

### 1.0 Background

The NRC has developed an integrated Project Management Methodology (PMM) which is a customization of the IBM Rational Unified Process (RUP). NRC has acquired the IBM Rational Enterprise Suite (RES) as software tools to support the PMM process framework. The PMM process was approved in June of 2007 as an NRC Management Directive for all new system development projects.

### 2.0 Objective

The contractor shall provide guidance and assistance with the maintenance and user support of the PMM process and RES environment. The contractor will provide:

- (1) continuous maintenance of the PMM and IBM Rational client/server software environment;
- (2) responses to user-identified PMM and RES questions and problems;
- (3) maintenance of the PMM website;
- (4) updates of multiple ClearQuest schemas as necessary; and
- (5) testing and deployment of version upgrades of the IBM Rational Software as necessary to all NRC users.

### 3.0 Technical Qualifications Required

Expertise is required in many areas, including: (1) Rational Unified Process; (2) Rational Enterprise Suite; Rational Professional Bundle (RPB); (3) project management; (4) software development lifecycle (SDLC); and (5) industry software development best practices.

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- IBM Rational ClearCase

Although not required, it is preferred that each certification identified below is held by at least one or more members of the team.

- IBM Rational RequisitePro
- IBM Rational TestManager

#### 4.0 Level of Effort

The estimated level of effort for this task is 10,500 staff-hours for the base year and 10,500 staff-hours per option year.

<b>Role</b>	<b>Hours</b>
Tool Specialist (Fixed Price Labor) (Key Personnel)	2080.0
Tool Specialist	1,680.0
Tool Specialist Manager	1,880.0
Process Manager (Fixed Price Labor) (Key Personnel)	2080.0
Program Manager (Fixed Price)	900.0
Project Controller	1,880.0
<b>Total</b>	<b>10,500.0</b>

#### 5.0 Period of Performance

The period of performance for this task order is December 31, 2009 – December 30, 2010 with four one-year option periods.

#### 6.0 Scope of Work

The Contractor shall provide guidance and assistance with the maintenance and continued improvement of the RES software tools and PMM process. The work shall include, but is not limited to, the following tasks:

- Provide expertise on the application of the PMM for Information Technology (IT) projects and initiatives.
- Continuously maintaining the PMM and RES client/server software environment.
- Providing technical assistance and support with setting up, documenting, and updating the RES environment.
- Maintaining and updating classroom training materials, user guides, and environment configuration documentation for PMM and RES.
- Review and update RES security control and server security hardening configuration.
- Teaching PMM and RES classes, as well as one-on-one user training.
- Creating templates and user guidance documents based on PMM standards.
- Responding to user-identified PMM and RES questions and problems.
- Support user requests that come in to the Rational Support Desk phone and email mailbox weekdays from 8AM to 6PM.
- Support user requests that come in to the PMM Support Desk phone and email mailbox weekdays from 8AM to 5PM.
- Generate NRC data collection forms using IBM Rational SoDA for the quarterly NRC Data Call.
- Updating and deploying multiple ClearQuest enterprise schemas with releases following the PMM standards. A ClearQuest schema is the configuration of the

database that specifies roles, actions, and workflows as well as the user interface.

- Testing and deploying version upgrades of IBM Rational Software to all NRC user workstations and servers.
- Providing expert technical support services for NRC's application developers, business sponsors of IT applications, and the OIS staff pertaining to PMM tools and techniques in Project Management, Software Change and Configuration Management, Requirements Management, Test-Management, and Process and Portfolio Management.
- Maintaining the PMM web site with up-to-date information, templates, and standard operation procedures through quarterly major releases.
- Create and execute a plan to migrate the Rational Server Environment from the Windows 2003 Operating System (OS) to Linux OS.
- Create and execute a plan to migrate the 6 current Rational Servers from physical to virtualized machines.

## 7.0 Deliverables and Schedule

### Fixed Price Labor (Tool Specialist):

Activity	Personnel	Schedule
Live Rational Software Client and Server Support (Phone and Mailbox) for NRC users (approx 750 hrs).	Tool Specialist	Weekdays from 8AM to 5PM
Support NRC on Rational Environment maintenance and operations (approx 450 hrs).	Tool Specialist	As needed
Training on the RES for NRC users (approx 200 hrs).	Tool Specialist	Quarterly
One-on-One RES and PMM Training Sessions (approx 200 hrs)	Tool Specialist	As needed
Complete Rational Software Security Control Review and server hardening configuration (approx 100 hrs).	Tool Specialist	Annually
Analysis of vulnerabilities found in the NSICD Software Security Plan of Action and Milestones (POAM) report (approx 140 hrs).	Tool Specialist	Quarterly
Generate standard and custom reports from data that is held in the Rational Software (approx 160 hrs).	Tool Specialist	Quarterly
Support data migration efforts of legacy IT development projects that are moving their artifacts into the RES (approx 80 hrs).	Tool Specialist	As needed
<b>TOTAL HOURS: 2080</b>		

**Fixed Price Labor (Process Manager):**

<b>Activity</b>	<b>Personnel</b>	<b>Schedule</b>
Live PMM Support (Phone and Mailbox) for NRC users (approx 300 hrs).	Process Manager	Weekdays from 8AM to 5PM
Training on the PMM for NRC users (approx 200 hrs).	Process Manager	Quarterly
Support new projects as they prepare PMM artifacts (approx 460 hrs).	Process Manager	As needed
Organize and facilitate the PMM User Group (PUG) and the Rational User Group (RUG) meetings, which include the creation of agenda, meeting minutes, and action items (approx 120 hrs).	Process Manager	Monthly
Prepare major releases of the PMM website which include updates to the PMM content, templates, and artifacts (approx 700 hrs).	Process Manager	Quarterly
Prepare minor or emergency releases of the PMM website (approx 300 hrs).	Process Manager	As needed
<b>TOTAL HOURS: 2080</b>		

**Fixed Price Labor (Program Manager):**

<b>Activity</b>	<b>Personnel</b>	<b>Schedule</b>
Support contract management, interface between NRC Contract Officer, NRC Project Officer, NRC Task Order Manager and the contractor staff (approx 900 hrs)	Program Manager	As needed
<b>TOTAL HOURS: 900</b>		

**Non-Fixed Priced Labor:**

<b>Activity</b>	<b>Personnel</b>	<b>Schedule</b>
Support new projects as they prepare Screening Forms and Business Cases Packages as part of the Capital Planning and Investment Control (CPIC) Process.	Process Manager	As needed
Create and execute plan to migrate the Rational Server Environment from the Windows 2003 Operating System (OS) to Linux OS.	Tool Specialist	FY 2011

Activity	Personnel	Schedule
Create and execute plan to migrate the 6 current Rational Servers from physical to virtualized machines.	Tool Specialist	FY 2012
Develop and deploy ClearQuest releases of the enterprise database schemas.	Tool Specialist	As needed
Apply critical fixes and patches to the RES clients and servers as needed.	Tool Specialist	As needed
Create Rational Software Installation Guide and Support NRC workstation installers.	Tool Specialist	As needed
Plan and implement major version upgrades to the RES (in response to vendor upgrade releases).	Tool Specialist	As needed
Support data migration efforts of legacy IT development projects that are moving their artifacts into the RES.	Tool Specialist	As needed
Update resource pools and project plans in Microsoft Project Professional 2007 and Microsoft Project Server.	Project Controller	As needed
Create and produce custom and standard project reports.	Project Controller	As needed
Maintain and refine any project related templates.	Project Controller	As needed

#### 8.0 Meetings and Travel

The contractor shall travel to NRC Headquarters in Rockville, Maryland, to work onsite to perform the above work which requires a physical presence at the NRC. Travel to and from the NRC Headquarters in Rockville by Contractor personnel in the performance of this contract shall not be reimbursed. Any approved travel to NRC facilities outside the Washington DC metro area for the performance of this Contract will be reimbursed for actual expenses incurred per Federal Travel regulations.

The Task Order Manager (TOM) shall approve all travel associated with this Statement of Work in advance. There will be no foreign travel associated with this work.

#### 9.0 NRC Furnished Materials

For Contractor personnel performing work at the NRC headquarters site, the NRC will provide up to 4 basic workstations and administrative software necessary for the contractor to work effectively in NRC's network environment, which includes the IBM Rational Software.

## 10.0 Technical Direction

Mark Evans is designated the NRC TOM and is responsible for providing technical guidance to the performing organization. All work products must be reviewed and approved by the NRC TOM before they are submitted as final documents. All technical directions given to the performing organization must be consistent with the work scope and schedule. The NRC TOM is not authorized to unilaterally make changes to the approved work scope or schedule, or give the performing organization any direction that would increase costs over approved levels for this task.

## 11.0 Applicable Special Provisions

None.

DRAFT