

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 8

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

SPA NO.

1. DATE OF ORDER JAN 20 2010	2. CONTRACT NO. (if any) GS-35F-0286T	6. SHIP TO:
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3. ORDER NO. DR-33-07-425-T002	MODIFICATION NO.	4. REQUISITION/REFERENCE NO.	a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission Attn: Helen Hughes
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5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: CHB3 Mail Stop TWB-01-810M Washington, DC 20555		b. STREET ADDRESS Mail Stop T-5-D14 11545 Rockville Pike	c. CITY Washington	d. STATE DC	e. ZIP CODE 20555
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7. TO:	f. SHIP VIA
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a. NAME OF CONTRACTOR VeriSign, Inc.	b. COMPANY NAME	8. TYPE OF ORDER
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c. STREET ADDRESS 487 E MIDDLEFIELD RD	d. CITY MOUNTAIN VIEW	e. STATE CA	f. ZIP CODE 94043-4047	<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> 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/task 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.
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9. ACCOUNTING AND APPROPRIATION DATA See Page 2 for Accounting and Appropriation Data VeriSign DUNS#: 883894040	10. REQUISITIONING OFFICE OIS
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11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination
<input 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"/> e. WOMEN-OWNED	<input type="checkbox"/> f. HUBZone	<input type="checkbox"/> g. 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 NET 30
a. INSPECTION Rockville, MD	b. ACCEPTANCE Rockville, MD			

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 2 UNDER HRC ORDER DR-33-07-425 (MPKI): The Contractor shall provide the U.S. Nuclear Regulatory Commission with, "NRC Managed Public Key Infrastructure (MPKI) Expansion II" services in accordance with the following: - The attached Statement of Work - The terms and conditions of GSA Contract GS-35F-0286T - The terms and conditions of NRC Order DR-33-07-425					

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(b) TOTAL (Cont. pages)
21. MAIL INVOICE TO:			
a. NAME Dept. of Interior/National Business Ctr. e-mail address: NRCpayments@nbc.gov			\$149,400.42
b. STREET ADDRESS (or P.O. Box) Attn: DR-33-07-425-T002			17(d) GRAND TOTAL
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
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TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

AUG 16 2010

ADM001

This task order confirms the authorization provided to VeriSign, via e-mail dated, December 11, 2009, to commence work under this effort.

In accordance with the Section A.1, Task Order Procedures, of the subject delivery order, this letter hereby definitizes Task Order No. 2. This effort shall be performed in accordance with the enclosed Statement of Work. Task Order No. 2 shall be in effect from December 11, 2009, through ~~September 27, 2010~~. The firm fixed amount of Task Order No. 2 is \$149,400.42.

Accounting Data for Task Order No. 2 is as follows:

B&R No.: 010-15-5E1-330	Job Code: J1298	APPN No.: 31X0200.010
BOC: 252A	Commitment No.: 10070541	OBLG. AMT: \$149,400.42

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:	Helen Hughes - (301) 415-8708
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 return two copies to the Contract Specialist. You should retain the third copy for your records.

ACCEPTED:

Stacie Saccomanno

NAME

**Stacie Saccomanno
Sr. Manager, Sales Operations**

TITLE

05/13/2010

DATE

**7DELIVERY ORDER DR-33-07-425
Managed Public Key Infrastructure (MPKI) Expansion II**

**Task Order No. 2
Statement of Work**

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

Revised April 2, 2010

I. Background

The basic contract MPKI Expansion II (DR-33-07-425) includes three firm-fixed price tasks labelled "tasks 1-3." The period of performance on these tasks is the same as the basic contract, September 28, 2007 to September 27, 2010. Tasks 1-3 are in progress.

Tasks 4 through 9 are included as Task Order No. 1 under MPKI Expansion II. Each task identifies discrete work activities and sets of deliverables. The period of performance for Task Order No. 1 was from December 31, 2007 to September 30, 2008.

Due to changes in federal requirements, standards, and policies; changes in the supporting NRC network computing environment; and changes in NRC business requirements, some of the work described in Task Order No. 1 was not completed during the period of performance. Therefore, NRC is issuing Task Order No. 2 for the completion of the original Tasks 4 and 6.

Summary Status of Task Order No. 1, Tasks 4 and 6

Task	Activity	Status
4	Migrate the MPKI Internal Staff Digital Certificates to SSP	The Federal PKI Common Policy relating to this task has been revised several times since the original statement of work. The NRC desktop computing environment supporting this task has changed from Novell to Microsoft. For these reasons, this task is being replaced with new guidance in the Scope of Work and Deliverables section below.
6	Implement Digital Certificates at FBCA Medium Assurance	Federal Bridge PKI policy requirements for this task have changed from Medium Assurance to Basic Assurance. NRC requirements for application interfaces referenced in this task have changed. For these reasons, this task is being replaced with new guidance in the Scope of Work and Deliverables section below.

II. Scope of Work and Deliverables

A. Internal Staff - Shared Service Provider (SSP) Software

1. Novell eDirectory Decommission

MPKI Expansion II, Task Order 2, SOW

The legacy MPKI Internal Staff digital certificate system interfaces with the NRC production Novell eDirectory service. The Novell eDirectory was the agency standard production directory service at the time the MPKI Internal Staff digital certificate system was implemented. The NRC has since adopted Microsoft Active Directory as the standard production directory and now desires to decommission the Novell eDirectory service. As a result, migration of the legacy MPKI Internal Staff digital certificate system must now include a migration of legacy certificates from eDirectory to Active Directory.

The contractor shall develop and document a plan to migrate the data sources that the MPKI Internal staff digital certificate currently works with. This shall include the migration of the MPKI data from Novell e-Directory to Microsoft Active Directory. The plan shall include migrating existing PKI subscriber keys that are escrowed for secure data recovery purposes in the directory service, and the key recovery service needed to reclaim these keys when needed. The contractor shall coordinate with OIS/ICOD and its contractors who support the directory services in developing and documenting the migration plan.

The migration plan shall include a test plan to demonstrate the migrated functionality in the NRC Consolidated Testing Facility (CTF). The test plan shall exercise all of the use cases and show how the functional requirements are met by the system.

The CTF shall be used to prove the concepts of the migration plan during development. The contractor shall implement a test environment mimicking the production MPKI internal staff digital certificate system. The NRC shall provide all hardware, software and network infrastructure to host this environment, including Novell eDirectory server (with sample data), Microsoft Active Directory and Microsoft SQL Server.

The contractor shall test the migration plan before submitting the final plan to the NRC. The contractor shall create an NRC Technical Change Request (TCR) outlining the migration plan and shall represent the TCR during the change management process.

When the migration plan is approved by the NRC, the contractor shall perform the migration of the MPKI data sources in the production environment. The contractor shall provide verification of a successful migration.

Deliverables and Time Frame:

Deliverable	Due date (weeks after task order sign date)
1) Draft migration plan document	1
2) Implement the test environment in the CTF	2
3) Test report	3
4) Final migration plan	4
5) Production migration	6
6) Verification report	7

MPKI Expansion II, Task Order 2, SOW

2. Federal SSP Software Certificates

The legacy MPKI Internal Staff digital certificate system uses software certificates issued under the VeriSign Trust Network (VTN) hierarchy. In order to gain compliance with the Federal PKI Common Policy Framework, this system shall be migrated to issue certificates in accordance with the latest policy requirements.

The contractor shall document the business and functional requirements of the MPKI Internal Staff digital certificate system by conducting up to three interview sessions with stakeholders. The contractor shall document the business and functional requirements and document a set of use cases to match the requirements in a formal requirements document.

The contractor shall develop enrollment and registration processes that address the use cases in the requirements document. The contractor shall provide an "NRC SSP Software Registration Processes for Internal Staff" document that describes the procedures users and administrators must follow to issue and maintain software digital certificates while meeting the latest Federal PKI Common Policy requirements.

The contractor shall implement a PKI infrastructure in the NRC Consolidated Test Facility (CTF) that is compliant with the Common Policy framework to issue software certificates.

The contractor shall provide a training plan for NRC system/application owners and administrators about changes to the certificate profiles and enrollment and registration processes. The contractor shall provide training for 10 enrollment agents and system administrators if different from the personnel or duties in place for MPKI Internal Staff. Training shall be one or two half-day sessions covering relevant system functionality and role responsibilities with color copies of training materials.

The contractor shall develop a test plan that covers issuance, renewal and revocation of digital certificates using this PKI infrastructure. This test plan shall be executed in the CTF to gain NRC acceptance.

Upon NRC acceptance, the contractor shall implement the same PKI infrastructure in NRC's production environment. The contractor shall create an NRC Technical Change Request (TCR) to deploy this change. The MPKI Standard Operating Procedures and the As-Built documentation shall be updated to account for any updates.

The contractor shall update the "NRC Shared Service Provider Registration Practices Statement" (Internal Staff RPS) as necessary to indicate where specific registration practices are allowed for Common (software) assurance in compliance with applicable Certificate Policies and Certification Practice Statements. The current document will be provided on request.

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Deliverables and Time Frame:

Deliverable	Due Date (weeks after task order sign date)
1) Draft requirements document including use cases	9
2) Draft "NRC SSP Software Registration Processes for Internal Staff" document	10
3) Test plan	10
4) Implement PKI Infrastructure in the CTF	11
5) Concise test report	12
6) Updated SAD	13
7) Implement PKI Infrastructure in the production environment .	15
8) Final "NRC SSP Software Registration Processes for Internal Staff"	17
9) Training with color copy materials for enrollment agents and system administrators	19
10) Updated "MPKI Standard Operating Procedures" document	20
11) Updated "NRC SSP Registration Practices Statement"	21

B. External Partner - Basic Assurance

Due to a policy realignment at the Federal Bridge, e-authentication level 3 is now most closely met by Basic assurance PKI rather than Medium assurance PKI. Current NRC needs for digital certificates at e-authentication level 2 are limited and will be met with certificates at level 3 or NRC External Basic Assurance.

The contractor shall implement PKI services for NRC external partners (Agreement State agencies, licensees, other federal agencies, and commercial organizations) that meet the requirements of the Federal Bridge Certification Authority (FBCA) Certificate Policy (CP) at the Basic assurance level. The services shall be entitled the "NRC Basic Assurance" MPKI implementation. The contractor shall provide a service that is cross-certified with the Federal Bridge.

The contractor shall gather and validate the business and functional requirements of e-authentication level 2 and 3 system owners by conducting up to three interview sessions, as they pertain to certificate content/profile.

The contractor shall implement a PKI infrastructure in the NRC Consolidated Test Facility (CTF) that is compliant with the FBCA CP at the Basic assurance level.

The contractor shall develop a test plan that covers issuance, renewal and revocation of digital certificates using this PKI infrastructure. The certificates issued under this PKI

MPKI Expansion II, Task Order 2, SOW

infrastructure shall be consistent with the certificate content/profile as agreed upon during the requirements gathering phase. This test plan shall be executed in the CTF to gain NRC acceptance. The findings of this exercise shall be documented and presented to the NRC in the form of a test report. The contractor will supply "As Builts" documentation to facilitate subsequent deployment to production.

Deliverable	Due Date (weeks after task order sign date)
1) A requirements document specifying the certificate content	22
2) A test plan	23
3) FBCA Basic assurance - PKI infrastructure (in the CTF)	25
4) A system test report	26
5) Product demonstration and As Built documentation	27

C. Project Management

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. The project manager shall maintain a project schedule for all related activities in Microsoft Project, in compliance with the NRC Project Management Methodology (PMM). Any changes to the NRC production environment 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 affect the NRC infrastructure.

Acceptance Criteria for Deliverables

Each deliverable in the task order will be accepted by the NRC when the Project Officer and the Project Manager have determined that the deliverable meets the requirements stated in this task order. If the deliverables are unacceptable, the NRC will review and comment on the deliverables within five (5) business days of receipt

III. Reporting Requirements

The contractor shall provide a monthly Technical Progress Report in accordance with the provisions of Section A.3 of the Delivery Order. As explained in Section A.3, the Technical Progress Report shall be broken down by each task in the Delivery Order and each follow-on activity in this task 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.

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The contractor shall also conduct a weekly, or as needed, status meeting, that will 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.

IV. Technical Skills Required

- 1) **Principal Consultant.** Subject matter expert in federal PKI policy, practice, and procedures. Experienced with developing certificate policy, certification practice statement, registration practice statement, cross-certificate operation and validation, subscriber agreement, registration operations manual, and PKI procedure documents. Requires excellent writing, documentation, and oral presentation skills.
- 2) **Lead Consultant.** Technical expert in MPKI 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.
- 3) **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.

V. Travel

No travel is expected for this task order.

VI. Period of Performance

The period of performance for Task Order 2 is January 20, 2010 - September 27, 2010.