

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

OF PAGE:

1

12

2. AMENDMENT/MODIFICATION NO.

M011

3. EFFECTIVE DATE

9/25/2010

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

3100

U.S. Nuclear Regulatory Commission  
Div. of Contracts, CMB3  
Attn: Adelis M Rodriguez, 301-492-3623  
Mail Stop TWB-01-B10M  
Washington, DC 20555

7. ADMINISTERED BY (If other than Item 6)

CODE

3100

U.S. Nuclear Regulatory Commission  
Div. of Contracts  
Mail Stop TWB-01-B10M  
Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

(X)

9A. AMENDMENT OF SOLICITATION NO.

OAC CORPORATION

Attn: Patricia Gagliemo-Prior

5290 Shawnee Road

Alexandria VA 22312

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.  
GS35F4524G NRC-DR3307358T005

10B. DATED (SEE ITEM 13)

09-26-2007

CODE 074830209

FACILITY CODE

X

## 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 8 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)

Obligate \$300,000.00 BSR: 07N-15-5H1133 JOB: N7348  
BOC: 2574 Approp.: 31X0200 FFS: RQ701000033

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 date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 43.103(a)

D. OTHER (Specify type of modification and authority)

**E. IMPORTANT:** Contractor ☐ is not, ☒ is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

See additional pages for details.

1,749,427.02 per  
Total Obligated Amount: \$1,789,449.02 (changed)  
Total Order Ceiling: \$2,007,081.21 (changed)  
Period of Performance: 9/26/2007-3/25/2011 (changed)

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)  
PATRICIA GAGLIEMO-PRIOR  
CONTRACTS MANAGER

15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  
Joseph Widdup  
Contracting Officer

15B. CONTRACTOR/OFFEROR  
Patricia Gagliemo Prior  
(Signature of person authorized to sign)

15C. DATE SIGNED  
9/7/10

15B. UNITED STATES OF AMERICA  
BY Joseph Widdup  
(Signature of Contracting Officer)

15C. DATE SIGNED  
9/7/10

NSN 7540-01-152-8070  
PREVIOUS EDITION NOT USABLE

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 10 2010

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA - FAR (48 CFR) 53.243

ADM001

**NRC-DR-33-07-358**  
**Task Order No. 005**  
**Modification No. 011**  
**Page 2 of 12**

1. The purposes of this modification are:
  - a. to extend the period of performance to March 25, 2011;
  - b. to increase the estimated ceiling by \$317,644.14 from \$1,689,437.07 to \$2,007,081.21, and to add two additional 6-month options subject to clause 52.217-9 (see attached price schedule for the option periods).
  - c. to increase the obligated amount by \$300,000 from \$1,499,427.02 to \$1,799,427.02.
  - d. to replace the statement of work with the one attached.

The following is a summary of obligations from the date of award through the date of this action:

Award FY07 Obligation	\$170,157.02
Mod 1 FY08 Obligation	\$130,000.00
Mod 2 FY08 Obligation	\$130,000.00
Mod 3 FY08 Obligation	\$96,270.00
Mod 4 FY08 Obligation	\$130,000.00
Mod 5 FY09 Obligation	\$130,000.00
Mod 6 FY09 Obligation	\$120,000.00
Mod 7 FY09 Obligation	\$133,000.00
Mod 8 FY09 Obligation	\$160,000.00
Mod 9 FY10 Obligation	\$150,000.00
Mod 10 FY10 Obligation	\$150,000.00
Mod 10 FY10 Obligation	\$300,000.00
<b>Total NRC Obligations</b>	<b>\$1,799,427.02</b>

Summary - Total Obligations by Job Code Number:

N7053	\$40,157.02
J7014	\$616,270.00
N7348	\$1,133,000.00
N7355	\$10,000.00
<b>Total NRC Obligations</b>	<b>\$1,799,427.02</b>

Task Order 5      FEES Program Systems

**A.      Background**

The NRC is required to recover a major portion of its annual budget. To implement this requirement under the Independent Offices Appropriation Act of 1952 (IOAA) and the Omnibus Budget Reconciliation Act of 1990 (OBRA 90), as amended, the NRC assesses two types of fees. Fees are recovered as established in 10 CFR Part 170, "Fees for Facilities, Materials, Import and Export Licenses, and Other Regulatory Services under the Atomic Energy Act of 1954, as Amended," and 10 CFR Part 171, "Annual Fees for Reactor Licenses and Fuel Cycle Licenses, Including Holders of Certificates of Compliance; Registrations; and Quality Assurance Program Approvals and Government Agencies Licensed by the NRC."

The Office of the Chief Financial Officer (OCFO) administers components of the fee collection process through use of automated key processes. The Fees System is comprised of a number of sub applications which often require perfective maintenance and/or enhancement for use in determining payments owed to the NRC. These applications share data and reside on various platforms. Source data are obtained via interfaces with various client server systems and other mainframe systems. The mainframe applications are written in the COBOL programming language and utilize a DB2 database. The PC/LAN applications are written in the Clipper programming language and utilize a dBase database. The primary function of these applications is to gather reporting data and generate invoices to licensees for annual fees and various services, which include new licensing approvals, licensing amendments, topical reports, and inspections. Additional functionality includes the tracking of new small material licensing application fee payments.

The Fee System provides daily financial billing and collection data to the Federal Financial System (FFS/DOI) in support of the Agency's financial statement. Use of these automated application systems provide data to support the NRC's strategic plan and other Federal financial requirements. Information provided by these systems also supports monthly reports and year-end closing.

**B.      Objective**

The objective of this task order is to obtain skilled personnel to perform scheduled and corrective maintenance and to provide operational support. The Fee System must remain stable and supportable, continuing to function satisfactorily in an evolving, expanding business, user, and operational environment.

**C.      Scope**

The Contractor shall perform corrective, adaptive, and perfective maintenance to include all key activities identified in the NRC's PMM for the legacy systems that are in

the Operations and Maintenance phase of their life cycle, for the systems to be serviced (referenced below) in accordance with technical direction from the NRC TOM following the guidance provided in the NRC PMM, adhering to configuration management (CM) rules, and utilizing the CM Library (Rational Suite Enterprise) as the source for application baselines.

The Contractor shall also perform operational support and decommissioning tasks for the application systems listed below, following guidance provided by the NRC TOM or designated alternate.

**D. Statement of Work**

Individual efforts required of the Contractor shall be to provide operational support for agency applications in the form of data support, report generation, and production support, as defined in the subparagraph entitled, "Operational Support," listed below.

The Contractor shall also produce the necessary documentation of work performed as defined in F, "Work Effort Reporting," listed below and perform tasks associated with decommissioning legacy systems in accordance with the Retirement Phase of the NRC's PMM.

**1. Systems to Be Serviced**

<b>System Name</b>	<b>System Number</b>	<b>System Acronym</b>	<b>Software</b>	<b>Platform</b>
License Fee Reports System	1289	FEES	COBOL, DB2, ISPF, QMF, FTP	NIH Mainframe
Material Annual Fees System	1281	MATANN	COBOL, DB2, ISPF, QMF, FTP	NIH Mainframe
Material Licensing Database and Tracking System	3506	MATSYS	Clipper, UI, dBase, Blinker	PC/LAN
Fees File Transfer Process	9778	FEESFTP	Clipper, UI dBase, Blinker, Delphi	PC/LAN
Facilities Inspection Fees System	3507	FACFEES	Clipper, UI, dBase, Blinker	PC/LAN

<b>System Name</b>	<b>System Number</b>	<b>System Acronym</b>	<b>Software</b>	<b>Platform</b>
PC Materials Annual Fees System	9779	PC-MATANN	Clipper, UI, dBase, Blinker	PC/LAN
Fees License Billing System	3592	FEESLBS	Clipper, UI, dBase, Blinker	PC/LAN
Materials Review System	3543	MATREV	Clipper, UI, dBase, Blinker	PC/LAN
Fees Yearly Setup System	9779	FEESSET (sub-component of PC/MATANN)	Clipper, UI, dBase, Blinker	PC/LAN
General Licensee (GL) Billing Utility	9779	sub-component of PC/MATANN	MS Access	PC/LAN
Technical Assignment Control System	9626	TACS (sub-component of RPS)	PowerBuilder, Sybase	Client Server

**2. Maintenance Support**

The Contractor shall be responsible for making necessary changes to ensure that identified problems with a system/module are corrected and the system is returned to production in the shortest amount of time possible. This may require modifications to existing code, new code to be developed, and/or hardware configuration changes to support platform migration.

**Maintenance Requests:**

The NRC TOM/client shall notify the Contractor of system maintenance requests using the Rational ClearQuest change request system, in accordance with the Delivery Order, Statement Of Work, Section C.3, Subsections 3.1 "Maintenance" and 3.2 "Maintenance Change Request Process." The Contractor shall follow the procedures contained in the "OIS Application Change Request System Guide using Rational ClearQuest" to document all maintenance work performed and completed.

**a. Work Actions Requiring Preapproval**

Within 2 days of the request, the Contractor shall develop and deliver, via email to the NRC TOM, work estimates, schedules, and plans for

any actions requiring more than 3 business days effort to complete or as otherwise specified in performance metrics associated with this task order. The NRC TOM will review the Contractor's assessment and will provide an email authorization within 3 work days of receipt. The Contractor shall not commence code or data changes for efforts covered by a work estimate that exceeds 3 business days without authorization from the NRC TOM. Authorized actions shall be performed by the Contractor within 5 workdays of authorization, unless a longer time is approved by the NRC TOM.

Maintenance requests for the Fee System are primarily release based and revolve around a quarterly billing schedule each fiscal year. The NRC TOM will provide written and verbal technical guidance (typically Change Requests and/or Problem Reports) to the Contractor for maintenance tasks. Technical system documentation and user guides will be reviewed and understood by the Contractor to minimize redundant analysis. The Contractor shall allow a minimum of 15 working days for NRC acceptance testing of each maintenance release and shall schedule sufficient time for corrections. The Contractor shall perform maintenance actions using the current production version of the application system artifacts which are controlled by the Central CM Library (ClearCase, Rational Suite Enterprise).

Checkout of the current production version of the application system source code and related artifacts (test data, documentation) through the Central CM Library (ClearCase, Rational Suite Enterprise) is required for each work effort. Upon completion of any maintenance effort, the Contractor shall provide an email to the NRC TOM defining actions taken and readiness of the application for deployment. This notification shall indicate that the application system has been submitted and is available as the current version for deployment through the Central CM Library. Before deployment, the Contractor shall submit all new and updated application system artifacts (programs, documentation, builds) back through the Central CM Library (ClearCase, Rational Suite Enterprise). The Contractor shall remain available to assist with, and if directed, perform the deployment and answer any questions associated with post-deployment of the application and/or data.

3. Operational Support

a. Definition

The Contractor shall provide operational support that may take various forms, including data support, production support, and invoice and report generation.

Data support shall include, but not be limited to, data interpretation, discrepancy resolution, verification, and manual or automated entry.

Report generation shall include producing reports in various outputs, including hard copy and electronic format (e.g., MS Access, WordPerfect, ASCII, Quattro Pro), from agency systems either on a scheduled or ad hoc basis of (1) standard reports, (2) quick query, or (3) new reports using newly defined criteria.

Production support shall include, but not be limited to, generating draft and final invoices, initiating program sequences on a prescribed schedule, quality assurance reviews and data transfers between systems either through kickoff of electronic processes (programs) or inputs of tapes or other physical media, system monitoring, troubleshooting, and applying immediate corrective measures to agency production application systems (in some cases, on a 24-hour, on-call basis).

**b. Independent Action**

The Contractor shall have authority to take the necessary actions up to the number of hours specified below to perform the following operational support. The Contractor shall inform the NRC TOM immediately if the work effort cannot be performed in the allocated time frame. Should this occur, the NRC TOM may authorize additional hours. The Contractor shall notify the NRC TOM upon completion of each activity. Notification shall include identification of any issues and/or problems encountered and a brief summary of the resolution.

- (1) On a weekly basis, download from the mainframe a file containing new and changed licensee addresses used in the license fee billing process. Review the file for quality assurance and prepare for production use in the "weekly address refresh" process. (1 hour per week)
- (2) Support the billing of materials licensees to include generating MATANN invoices and reports on a monthly and quarterly basis, as well as on request for special cases. Download invoice data files, review for quality assurance, and prepare for production use in PC/MATANN. (24 hours per month)

- (3) Annually, at the start of each fiscal year, gather and load accurate data from LTS, TAPIS, and NSS&DRS to create a baseline for that year's Part 171 billing (the MATANN annual "freeze") of materials licensees and generate reports. (40 hours per year)
- (4) On request, produce ad hoc reports and queries from any of the various application systems. (40 hours per month)
- (5) Support the Part 170 quarterly full-cost billing effort to include responding to any questions or problems encountered by the offices, Regions, or OCFO staff, as well as assistance in running reports and invoices as needed. Over 60 files of staff hour manpower and contract costs data are produced, downloaded, reviewed for quality assurance, corrected as needed to ensure usability, and prepared for production. (80 hours quarterly)
- (6) Respond to questions pertaining to use and technical aspects of the various application systems. (8 hours per month)
- (7) Maintain several tables used by the FEES system. (5 hours per month)
- (8) Administer proper access and profiles for new and/or changed National Institutes of Health (NIH) user IDs and accounts. (8 hours per month)
- (9) Reset billing and vendor system data as needed to accurately interface with the FFS system. (8 hours per month)
- (10) Create mailing labels annually for the Fee Rule and special mailings. (16 hours per year)

**E. Work Effort Ceiling**

An email notification to the NRC TOM shall be made by the Contractor when less than 40 hours remain available for M&O support.

**F. Work Effort Reporting**

The Contractor and the NRC TOM shall attend, as required, occasional (approximately one or two per month) meetings at the NRC's Rockville, Maryland, office or Contractor site to discuss M&O requests, issues, and progress.



The Contractor shall inform the NRC TOM via email upon completion of each M&O support activity. The email will define the action taken and identify any subsequent actions that may be necessary.

The Contractor shall record, at the component level, all modifications made to the application systems in the individual change logs and shall appropriately update the Build Plan as maintenance requests are completed.

**G. Place of Performance**

Most efforts under this task order can be performed at the Contractor site. Access to the NRC facilities shall be provided by the NRC, as required.

**H. Schedule of Deliverables**

Individual deliverables and specific due dates shall be negotiated with each planned maintenance release, when directed by the NRC TOM, or as otherwise specified in performance metrics associated with this task order. All new and updated documentation deliverables associated with each maintenance or operational support activity shall be appropriately scaled and tailored for legacy applications and shall be provided by the Contractor in both draft and final versions, via email, to the NRC TOM. Drafts shall be delivered as created for NRC review and shall allow sufficient time (3 to 5 working days) for review by the NRC. Final versions shall be delivered incorporating comments and/or changes provided by the NRC TOM or designated alternate.

<u>Deliverable Name</u>	<u>Responsibility</u>	<u>Delivery Schedule</u>
<u>Emergency Maintenance</u>	<u>Contractor</u>	<u>Within 2 working days from date of request</u>
<u>Problem Resolution</u>	<u>Contractor</u>	<u>Within 1 working day from date of request</u>
<u>Maintenance Work Plan, Estimate, and Schedule to the NRC TOM Manager (7.C.2.b)</u>	<u>Contractor</u>	<u>Within 3 working days from date of request</u>
<u>Operational Support</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Ad Hoc Report/Query Outputs</u>	<u>Contractor</u>	<u>Within 2 working days from date of request</u>
<u>Work Effort Approach of Ceiling Notification Email (7.E)</u>	<u>Contractor</u>	<u>When 40 or less hours are available</u>

<u>Deliverable Name</u>	<u>Responsibility</u>	<u>Delivery Schedule</u>
<u>Updated Project Management Plan</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>New/Updated Software Development Plans</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Updated As-Built Documents</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Updated User Guides</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Updated System Test Plans</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Updated Change Logs/Build Plans</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Other Artifacts</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>New Versions of Application Products to CM (7.C.2.e)</u>	<u>Contractor</u>	<u>When maintenance effort tested and ready for deployment</u>
<u>Special Reports of Work and Status—Maintenance (7.C.2)</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Ad Hoc Report/Query Outputs</u>	<u>Contractor</u>	<u>2 work days from receipt of request</u>
<u>Special Reports of Work and Operational Support (7.3.b)</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Special Reports of Work and Status—Maintenance (7.C.2)</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Decommissioning Plan</u>	<u>Contractor</u>	<u>10 work days from receipt of request</u>
<u>Post Termination Review Report</u>	<u>Contractor</u>	<u>At frequency directed</u>
<u>Replatforming Plan</u>	<u>Contractor</u>	<u>10 work days from receipt of request</u>
<u>Replatforming Review Report</u>	<u>Contractor</u>	<u>At frequency directed</u>

**I. Expertise/Skills**

The Contractor shall provide personnel with the following skills:

(1) demonstrated experience in project management and technical support

1. demonstrated experience in software maintenance, analysis, design, and testing
1. demonstrated competency in technical, oral, and written communication
2. demonstrated experience with and knowledge of Clipper 5.1, Delphi, MS Access, and dBase
3. demonstrated experience with and knowledge of COBOL, DB2, SQL, and ISPF
4. demonstrated experience with and knowledge of PowerBuilder and Sybase
5. demonstrated experience with and knowledge of NIH mainframe computer; facility, or similar MVS mainframe to include batch and online processing
6. demonstrated experience with a client server environment
7. demonstrated experience with a PC/LAN environment, such as Novell NetWare, a Windows XP workstation environment, and DOS
8. demonstrated knowledge of file transfer protocol (FTP)

**J. Task Order Manager**

The manager for this task order is Christine Hite, (301) 415-8191.

END OF TEXT