

ORDER FOR SUPPLIES OR SERVICES

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

BPA NO. NRC-DR-33-10-324

1. DATE OF ORDER 09-29-2010	2. CONTRACT NO. (if any) GS35F0125S	6. SHIP TO:	
3. ORDER NO. NRC-T002	MODIFICATION NO.	4. REQUISITION/REFERENCE NO. 33-10-365T006	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Matthew J. Bucher Mail Stop: TWB-01-810M Washington, DC 20555		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
		b. STREET ADDRESS Attn: Arthur Davis 301-415-5780 Mail Stop: 0-6 D3M	
		c. CITY Washington	e. ZIP CODE 20555
7. TO:		f. SHIP VIA	
a. NAME OF CONTRACTOR AEGIS.NET INC		8. TYPE OF ORDER	
b. COMPANY NAME		<input type="checkbox"/> a. PURCHASE	<input checked="" type="checkbox"/> b. DELIVERY
c. STREET ADDRESS 42 READS WAY		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.	
d. CITY NEW CASTLE		e. STATE DE	f. ZIP CODE 197201649
9. ACCOUNTING AND APPROPRIATION DATA B&R #: 010-15-5F1-340 JC: J1412 B.O.C: 252A APPN: 31X0200.010 Obligates Funds: \$240,000.00 FSS Number: 10070747 DUNS: 792268265		10. REQUISITIONING OFFICE OIS	

11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT
<input checked="" type="checkbox"/> a. SMALL	<input 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 NRC Headquarters	b. ACCEPTANCE NRC Headquarters	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>This is a Labor-Hour (LH) task order. The contractor shall provide the services in accordance with the Statement of Work (SOW), attachment 1. The labor categories associated with this task order are described in the pricing structure located on page two (2) of this task order.</p> <p>Obligation: \$240,000.00 Ceiling: \$253,805.91</p> <p>Period Of Performance: 9/30/2010 - 9/30/2011</p>				See CONTINUATION Page	

18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h) TOTAL (Cont. pages) 17(i). GRAND TOTAL
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	\$240,000.00

22. UNITED STATES OF AMERICA BY (Signature) 	23. NAME (Typed) Joseph L. Widdup Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER
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**ORDER FOR SUPPLIES OR SERVICES
SCHEDULE - CONTINUATION**

PAGE NO.
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IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER	CONTRACT NO. GS35F0125S	ORDER NO. NRC-T002
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ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	Period of Performance: 10/1/2010-5/14/2011					
0001	IV&V Technical Specialist (Not-To-Exceed Ceiling)	1,003	HR	145.68	\$146,117.04	
0002	IV&V Process Manager	60	HR	182.08	\$10,924.80	
	Period of Performance: 5/15/2011-9/30/2011					
0003	IV&V Technical Specialist	601	HR	149.79	\$90,023.79	
0004	IV&V Process Manager	36	HR	187.23	\$6,740.28	

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

A.1 52.232-19 AVAILABILITY OF FUNDS FOR THE NEXT FISCAL YEAR (APR 1984)

Funds are not presently available for performance under this contract beyond \$240,000.00. The Government's obligation for performance of this contract beyond that date is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise for performance under this contract beyond \$240,000.00, until funds are made available to the Contracting Officer for performance and until the Contractor receives notice of availability, to be confirmed in writing by the Contracting Officer.

TASK ORDER STATEMENT OF WORK TO PROVIDE COMPUTER INDEPENDENT VERIFICATION AND VALIDATION SERVICES FOR THE NRC SYSTEMS

1.0 BACKGROUND

The Office Information Services/Business Process Improvement and Applications Division (OIS/BPIAD) of the U.S. Nuclear Regulatory Commission (NRC) requires independent verification and validation (IV&V) services for the NRC systems currently operation. They include the NRC Electronic Document and Action Tracking System (EDATS), Case Management System Web (CMSW), and the NRC System Information Control Database (NSICD).

The EDATS is an agency-wide system that tracks correspondence actions and internal office actions. EDATS was implemented to eliminate individual office tracking systems, by assigning a single tracking number to each action in the agency, no matter how many offices are assigned. The system also provides an audit trail for determining the status of an action. EDATS is comprised of Handysoft's BizFlow (11.3), OfficeEngine (for intraoffice actions), and JasperServer for reporting.

The CMSW is an Application that provides the NRC with the capability for tracking, reporting and analyzing investigations, allegations and enforcement case information. CMS is an umbrella title that encompasses the Enforcement Action Tracking System (EATS), Allegation Management System (AMS), and Office of Investigations Management Information System (OIMIS).

The NSICD is comprised of the IBM Rational Software Development Environment as well as the NRC System Inventory. NSICD holds the all source code and system artifacts for each system developed at the NRC. All change requests, releases, data models, and requirements for these 200+ systems are held within this toolset. All test cases and test plans are also stored within these tools. The System Inventory is a Meta data system that holds all information on these systems which is required to report to Federal Information Security Management Act (FISMA) and the Office of Inspector General (OIG). This system holds data in regards to Security, Privacy, Records Management, Financial, Enterprise Architecture, and Asset Management.

The type of information processed in the NRC OIS/BPIAD systems are primarily categorized as "sensitive unclassified" information related to the management and control of NRC programs and activities. These systems process administrative and operational data ranging from sensitive unclassified information to information that is releasable to the public.

The NRC requires the support of a contractor to perform independent verification and validation services for the NRC OIS/BPIAD systems in accordance with the enclosed Statement of Work for the contractor to provide computer Independent Verification and Validation Services for the U. S. NRC OIS/BPIAD systems mentioned above. The contractor shall use relevant Office of Information Services (OIS) Management Directive (MD) 2.8, Project Management Methodology (PMM), requirements or as directed by NRC Project Officer (PO) to evaluate and support the NRC OIS/BPIAD operational systems. This shall include but not be limited to (1) establishing a process to encompass requirements and design reviews, (2) evaluating and supporting testing, (3) supporting the project team to resolve all software-related issues, (4) evaluating test

planning, test validation, execution, and reporting, and (5) providing findings reports with specific recommendations for actionable items continuously throughout the process.

2.0 OBJECTIVES

The Offerer shall provide independent and expert information technology support services for IV&V activities. The IV&V activities will support the NRC OIS/BPIAD systems that are operational. The contractor shall meet the following objectives:

EDATS

The Offerer shall:

- (1) Review test planning to ensure that thorough analysis, design, development, testing, and reporting of all required functionality is completed,
- (2) Validate test results against requirements/expectations, and
- (3) Provide findings reports containing specific recommendations for actionable items continuously throughout the process.

CMSW

The Offerer shall:

- (1) Review test planning to ensure that all analysis, design, development, testing, and reporting of all required functionality is completed,
- (2) Validate test results against requirements/expectations, and
- (3) Provide findings reports containing specific recommendations for actionable items continuously throughout the process.

NSICD

The Offerer shall:

- (1) Validate system environment configuration,
- (2) Review IBM Rational Enterprise Suite (RES) configuration and performance, and
- (3) Provide findings reports containing specific recommendations for actionable items continuously throughout the process.

3.0 SCOPE OF WORK

IV&V services shall be provided in support of NRC EDATS and NSICD systems quarterly releases. The releases shall require the Offerer to review of test planning and validation of results in conjunction with NRC Office's user acceptance testing.

4.0 SPECIFIC TASK REQUIREMENTS

4.1 Task 1 – EDATS Regression Testing

Requirements

The contractor shall:

1. Develop an IV&V Plan in accordance to the "Deliverables" listed below to

include a proposed work schedule showing milestones, critical activities and dependencies for the completion of work.

2. Establish a baseline IV&V Plan prior to the start of the task order which should include the contractor's IV&V methodology or approach including a plan of the IV&V schedule for each IV&V artifact.
3. Identify the preliminary list of processes, products, and tools to be evaluated by the IV&V process in coordination with the project officer.
4. Obtain necessary resources to establish expertise in the technologies/software (HandySoft and BizFlow) used in development of the system. Resources may include, but not limited to user guides, manuals, software vendors, and meetings with system administrators.
5. Analyze the specified documents and evaluate for correctness, consistency, completeness, accuracy, readability, and testability.
6. Validate that the test plans encompass thorough analysis of the design and development and that functionality is tested.
7. Verify that the acceptance test scenarios comply with the test plan for purpose, format, and content. Test scenarios/scripts should be created if they do not exist.
8. Validate that the acceptance test cases satisfy the criteria established in the test plan and verify that the requirement satisfies the initial requirements.
9. Validate the program requirement to determine whether the solution meets the initial requirements.
10. Have expert level knowledge of IBM Rational Test Manager (version 7.0.1) and Functional Tester (version 8.1.1).
11. Test the functional requirements for correctness and completeness.
12. Verify that the acceptance test scenarios comply with the test plan for purpose, format, and content.
13. Validate that the acceptance test results satisfy the criteria established in the test plan and satisfy the business requirements.
14. Test for correctness and completeness of the functional requirements.
15. Provide timely notification (five (5) days) if prior to the delivery date of the draft IV & V Report questions or issues arise that require action.

Standard

The contractor shall prepare a report template for each artifact requiring IV&V services. The report template is to include at a minimum, an executive summary of no more than 5 pages summarizing the results of the review and conclusion. The report template shall also include details of the IV&V activities, tasks and results, including status and disposition of anomalies and risks.

Deliverables

The contractor shall deliver the following:

Item	Name	Due Date
1	Draft Independent Verification and Validation Plan (including appendices for the artifacts specified in the PMM)	10 work days after task order award
2	Request P.O. approval	5 work days after receipt of draft
3	Final Independent Verification and Validation Plan (including appendices for the artifacts specified in the PMM)	5 work days after NRC approval of draft
4	Draft Report Template	10 work days after task order award
5	Request P.O. approval	5 work days after receipt of draft
6	Final Report Template	5 work days after NRC approval of draft
7	Draft IV&V Report for Each Artifact Provided	10 work days after submission of artifact to be IV&V'd
8	Request P.O. approval	5 work days after receipt of draft
9	Final IV&V Report for Each Artifact Provided	5 work days after NRC approval of draft

4.2 Task 2 – CMSW Regression Testing

Requirements

The contractor shall:

1. Develop an IV&V Plan to include a proposed work schedule showing milestones, critical activities and dependencies for the completion of work.
2. Establish a baseline IV&V Plan prior to the start of the project task which should include the contractor's proposed IV&V methodology or approach including a plan of the IV&V schedule for each IV&V artifact.

3. Identify the preliminary list of processes, products, and tools to be evaluated by the IV&V process in coordination with the PMM or as directed by the project officer.
4. Obtain necessary resources to establish expertise in the technologies/software (ColdFusion) used in development of the system. Resources may include, but not limited to user guides, manuals, software vendors, and meetings with system administrators.
5. Analyze the specified documents and evaluate for correctness, consistency, completeness, accuracy, readability, and testability.
6. Validate that the test plans encompass thorough analysis of the design and development and that functionality is tested.
7. Verify that the acceptance test scenarios comply with the test plan for purpose, format, and content. Test scenarios/scripts should be created if they do not exist.
8. Validate that the acceptance test cases satisfy the criteria established in the test plan and verify that the requirement satisfies the initial requirements.
9. Validate the program requirement to determine whether the solution meets the initial requirements.
10. Have expert level knowledge of IBM Rational Test Manager (version 7.0.1) and Functional Tester (version 8.1.1).
11. Test the functional requirements for correctness and completeness.
12. Verify that the acceptance test scenarios comply with the test plan for purpose, format, and content.
13. Validate that the acceptance test results satisfy the criteria established in the test plan and satisfy the business requirements.
14. Test for correctness and completeness of the functional requirements.
15. Provide timely (five (5) days) notification if prior to the delivery date of the draft IV & V Report questions or issues arise that require action.

Standard

The contractor shall prepare a report template for each artifact requiring IV&V services. The report template is to include at a minimum, an executive summary of no more than 5 pages summarizing the results of the review and conclusion. The report template shall also include details of the IV&V activities, tasks and results, including status and disposition of anomalies and risks.

Deliverables

The contractor shall deliver the following:

Item	Name	Due Date
1	Draft Independent Verification and Validation Plan (including appendices for the artifacts specified in the PMM)	10 work days after task order award
2	Request P.O. approval	5 work days after receipt of draft
3	Final Independent Verification and Validation Plan (including appendices for the artifacts specified in the PMM)	5 work days after NRC approval of draft
4	Draft Report Template	10 work days after task order award
5	Request P.O. approval	5 work days after receipt of draft
6	Final Report Template	5 work days after NRC approval of draft
7	Draft IV&V Report for Each Artifact Provided	10 work days after submission of artifact to be IV&V'd
8	Request P.O. approval	5 work days after receipt of draft
9	Final IV&V Report for Each Artifact Provided	5 work days after NRC approval of draft

4.3 Task 3 – Validation of NSICD / Rational Environment Configurations

Requirements

The contractor shall:

1. Develop an IV&V Plan to include a proposed work schedule showing milestones, critical activities and dependencies for the completion of work.
2. Establish a baseline IV&V Plan prior to the start of the project task which should include the contractor's proposed IV&V methodology or approach including a plan of the IV&V schedule for each IV&V artifact.
3. Have at the minimum the following IBM Rational expertise across its team:
 - Rational Unified Process

- ClearQuest (version 7.0.1)
- ClearCase (version 7.0.1.1)
- ProjectConsole (version 7.0.1)
- RequisitePro (version 7.0.1)
- Rose (version 7.0.0)
- SoDA (version 7.0.1)
- ManualTest/Robot (version 7.0.1)
- Test Manager (version 7.0.1)
- Functional Tester (version 8.1.1)

No single individual is required to have all the expertise but must be held by at least one or more members of the team.

4. Identify the preliminary list of processes, products, and tools to be evaluated by the IV&V process in coordination with the PMM or as directed by the project officer.
5. Analyze the specified documents and evaluate for correctness, consistency, completeness, accuracy, readability, and testability.
6. Validate the IBM Rational Enterprise Suite (RES) setup, documentation, and environment updates.
7. Verify that best practices are implemented for the RES software tools.
8. Verify all hardware/servers are optimized and performing to its capacity.
9. Verify all class materials on the PMM and Rational tool-set as well as one-on-one user training are up to date.
10. Verify that all templates and user guidance documents are based on PMM standards.
11. Verify that ClearQuest schemas are in accordance to PMM standards.
12. Verify that the PMM web site is up-to-date with information, templates, and standard operating procedures.
13. Provide timely notification if prior to the delivery date of the draft IV & V Report questions or issues arise that require action.
14. Review the Business Process (BP) using NSCID and identify areas within that BP that should be changed to ensure greater usage of the system as intended.

Standard

The contractor shall prepare a report template for each artifact requiring IV&V services. The report template is to include at a minimum, an executive summary of no more than 5 pages summarizing the results of the review and conclusion.

The report template shall also include details of the IV&V activities, tasks and results, including status and disposition of anomalies and risks.

Deliverables

The contractor shall deliver the following:

Item	Name	Due Date
1	Draft Independent Verification and Validation Plan (including appendices for the artifacts specified in the PMM)	10 work days after task order award
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4	Draft Report Template	10 work days after task order award
5	Request P.O. approval	5 work days after receipt of draft
6	Final Report Template	5 work days after NRC approval of draft
7	Draft IV&V Report for Each Artifact Provided	10 work days after submission of artifact to be IV&V'd
8	Request P.O. approval	5 work days after receipt of draft
9	Final IV&V Report for Each Artifact Provided	5 work days after NRC approval of draft

5.0 OVERALL PERFORMANCE STANDARDS AND DEDUCTION SCHEDULE:

The following processes will be used by NRC to monitor performance of the contract requirements stated herein:

Failure by the Contractor to comply with any of the procedures and/or contract requirements stated herein shall constitute a “valid-deficiency” under this contract, unless the failure can be shown to be caused by circumstances beyond the Contractor’s control.

No more than one (1) deficiency shall be allowed by NRC per calendar-month period, in which the NRC PO determines the discrepancy is a “valid-deficiency” for non-compliance with any contract requirements.

The Contractor shall invoice monthly with a single invoice that includes a breakdown of the cost of all support provided during the previous calendar month. For any month in which the Contractor fails to comply with the contract requirements stated herein, NRC reserves the right to deduct the following amounts from that month's total monthly invoice payment:

- | | |
|------------------|--|
| 0-1 | Deficiency's per calendar-month period will result in no deduction; |
| 2 | Deficiency's per calendar-month period will result in 5% of the total monthly invoice being deducted; |
| 3 | Deficiency's per calendar-month period will result in 6% of the total monthly invoice being deducted; |
| 4 | Deficiency's per calendar-month period will result in 7% of the total monthly invoice being deducted; |
| 5 | Deficiency's per calendar-month period will result in 8% of the total monthly invoice being deducted; |
| 6 or more | Deficiency's per calendar-month period will result in 10% of the total monthly invoice being deducted. |

The deductions listed above do not prevent NRC from taking other appropriate actions to address performance problems under this task order.

6.0 ACCEPTANCE CRITERIA

For Task 1, 2, and 3 in Section 4.0 above, the contractor shall prepare a final IV&V report to include, at a minimum, scope of work, methodology, findings, a traceability matrix, and recommendations. The report deliverable should provide sufficient detail to ensure completeness, consistency, correctness, and accuracy of the IV&V work performed. All deliverable products shall be grammatically and contain correct spelling. All technical and financial terms shall be clearly defined to be understood by all readers. All final deliverable products will be reviewed by the project officer and they will provide an indication of this approval or disapproval with five (5) days.

7.0 MEETINGS AND TRAVEL

7.1.1 Kick-off Meeting

For Task 1 in Section 4.0 above, the contractor shall participate in a kick-off meeting no later than five (5) business days after award to be introduced to the NRC Project Officer, the Task Manager, and other NRC representatives. The purpose of the meeting is to review and discuss the NRC Office's goals for the project and to establish contractor/NRC communications report framework for the project. Further, discussion shall include the PMM phases and corresponding deliverables as identified in Section 5.0, Deliverables. Internal NRC documents will be coordinated during this meeting.

7.1.2 Travel

For Task 1 in Section 4.0 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 NRC locations will not be required. The NRC does not pay for local travel and parking.

8.0 GOVERNMENT FURNISHED MATERIALS AND EQUIPMENT

For Task 1 and 2 in Section 4.0 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. Such documentation may include Users, Guides, As-Built Guides, among others.

9.0 PERIOD OF PERFORMANCE

The period of performance for this task order is one year from the date of task order award.

10.0 ESTIMATED LEVEL OF EFFORT

The estimated level of effort for this task order is not to exceed 1700 contractor labor hours.