

SOLICITATION/CONTRACT/ORDER COMMERCIAL ITEMS
OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30

1 REF ID: A90000 PAGE 1 OF 4

2 CONTRACT NO: GS35F4704G
 3 AWARD EFFECTIVE DATE: APR 14 2011
 4 ORDER NO: NRC-DR-33-10-005 NRC-1009

5 SOLICITATION NUMBER: [Blank]
 6 SOLICITATION ISSUE DATE: [Blank]
 7 FOR SOLICITATION INFORMATION CALL: [Blank]
 8 TELEPHONE NO (No Collect Calls): 202-472-2641
 9 OFFER DUE DATE/LOCAL TIME: [Blank]

10 ISSUED BY: U.S. Nuclear Regulatory Commission, Div. of Contracts, Attn: Mar. Stop TWB-01-B10M, Washington DC 20555
 CODE: 3109
 11 THIS ACQUISITION IS:
 UNRESTRICTED OR
 SET ASIDE FOR:
 SMALL BUSINESS
 HUBZONE SMALL BUSINESS
 SERVICE DISABLED VETERAN-OWNED SMALL BUSINESS 8(a)

11 DELIVERY FOR FOB DESTINATION UNLESS BLOCK 15 IS MARKED: SEE SCHEDULE
 12 DISCOUNT TERMS: [Blank]
 13 THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700):
 13b RATING: N/A
 14 METHOD OF SOLICITATION:
 RFP DFB DRFP

15 DELIVER TO: U.S. Nuclear Regulatory Commission, Washington DC 20555
 CODE: [Blank]
 16 ADMINISTERED BY: U.S. Nuclear Regulatory Commission, Washington DC 20555
 CODE: 13100

17 CONTRACTOR/OFFEROR: ADVANCED TECHNOLOGY SYSTEMS INC, ATSC, 7025 JONES BRANCH DR, MC LEAN VA 221023343, TELEPHONE NO: [Blank]
 CODE: [Blank] FACILITY CODE: [Blank]
 18a PAYMENT WILL BE MADE BY: Department of Interior, NBC, 7301 W. Mansfield Avenue, Denver CO 80735-2230
 CODE: 3109

17b CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER:
 18b SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED: SEE ADDENDUM

19 ITEM NO	20 See CONTINUATION Page SCHEDULE OF SUPPLIES SERVICES	21 QUANTITY	22 UNIT	23 UNIT PRICE	24 AMOUNT
	The purpose of this task order is to provide guidance and assistance with the implementation of the W. Segement Blueprint as defined in the Information Management Segement implementation Strategy. See attached Statement of Work Attachment one (1) for a full description of the tasks to be performed. NRC Project Officer: William Carver 301-415-6778 ATSC POC Deborah Bugby 571-786-2744 NRC OBLIGATIONS: \$43,000.00 NRC CEILING: \$42,050.00 Period of performance: 04/15/2011 - 09/31/2011 (Use Reverse and/or Attach Additional Sheets as Necessary)				
				SUBTOTAL	\$43,000.00

25 ACCOUNTING AND APPROPRIATION DATA: BBR 2011-71-514-158, JC N7412, SOC 2WA, APP 3/20200, 172
 OBLIGATED AMOUNT: \$43,000.00
 DUNS 03753399, NAICS 541511, FSS 11-560
 26 TOTAL AWARD AMOUNT (For GOV Use Only): \$43,000.00

D 27a SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED: ADDENDA ARE NOT ATTACHED
 D 27b CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4 FAR 52.212-5 IS ATTACHED: ADDENDA ARE NOT ATTACHED
 X 28 CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.
 29 AWARD OF CONTRACT REF: [Blank] OFFER DATED: [Blank] YOUR OFFER ON SOLICITATION BLOCK 51 INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS.

30a SIGNATURE OF OFFEROR/CONTRACTOR: [Signature]
 30b NAME AND TITLE OF SIGNER (TYPE OR PRINT): Deborah D. Bugby, VP CONTRACTS
 30c DATE SIGNED: 4/14/11
 31a UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER): [Signature]
 31b NAME OF CONTRACTING OFFICER (TYPE OR PRINT): William A. Adams, Contracting Officer
 31c DATE SIGNED: 4/13/11

AUTHORIZED FOR LOCAL REPRODUCTION PREVIOUS EDITIONS NOT USABLE
 STANDARD FORM 1449 (REV 10/2010) Prescribed by GSA - FAR (48 CFR) 53.212

APR 15 2011

TEMPLATE - ADMIN

SUNSI REVIEW COMPLETE

ADMIN02

19. ITEM NO.	20. SCHEDULE C SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
CLIN 001	Process Manager SUBJECT TO THE AVAILABILITY OF FUNDS Period of performance: 04/15/2011 to 09/31/2011	833	Hours	157.21	\$130,995.93

32a. QUANTITY IN COLUMN 21 HAS BEEN

RECEIVED INSPECTED ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE
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32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE	32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE
32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
------------------------	------------------------	-------------

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT 41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE	42a. RECEIVED BY (Print)
	42b. RECEIVED AT (Location)	
	42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

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TASK ORDER TERMS AND CONDITIONS

Price Schedule for Task Order T009					
Period of Performance: 04/15/2011-9/31/2011					
	Descriptions	Estimated Quantity	Unit	Rate	Not-To-Exceed
T&M	Process Manager	[REDACTED]	Hours	[REDACTED]	[REDACTED]
Total		[REDACTED]			\$130,955.93

A.2 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20**A.3 Other Applicable Clauses**

See Addendum for the following in full text (if checked)

52.216-18, Ordering

52.216-19, Order Limitations

52.216-22, Indefinite Quantity

52.217-6, Option for Increased Quantity

52.217-7, Option for Increased Quantity Separately Priced Line Item

52.217-8, Option to Extend Services

52.217-9, Option to Extend the Term of the Contract

A.4 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 30 Days.

A.6 CONSIDERATION AND OBLIGATION--COST REIMBURSEMENT (JUN 1988) ALTERNATE I (JUN 1988)

(a) The total estimated cost to the Government for full performance under this contract is \$130,955.93.

(b) The amount presently obligated by the Government with respect to this contract is \$43,000.00.

(c) It is estimated that the amount currently allotted will cover performance through June 15, 2011.

A.7 SEAT BELTS

Contractors, subcontractors, and grantees, are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

A.8 PERIOD OF PERFORMANCE

The period of performance of this contract shall be from 04/15/2011 through 09/31/2011.

A.9 WHISTLEBLOWER PROTECTION FOR NRC CONTRACTOR AND SUBCONTRACTOR EMPLOYEES (JULY 2006)

(a) The U.S. Nuclear Regulatory Commission (NRC) contractor and its subcontractor are subject to the Whistleblower Employee Protection public law provisions as codified at 42 U.S.C. 5851. NRC contractor(s) and subcontractor(s) shall comply with the requirements of this Whistleblower Employee Protection law, and the implementing regulations of the NRC and the Department of Labor (DOL). See, for example, DOL Procedures on Handling Complaints at 29 C.F.R. Part 24 concerning the employer obligations, prohibited acts, DOL procedures and the requirement for prominent posting of notice of Employee Rights at Appendix A to Part 24.

(b) Under this Whistleblower Employee Protection law, as implemented by regulations, NRC contractor and subcontractor employees are protected from discharge, reprisal, threats, intimidation, coercion, blacklisting or other employment discrimination practices with respect to compensation, terms, conditions or privileges of their employment because the contractor or subcontractor employee(s) has provided notice to the employer, refused to engage in unlawful practices, assisted in proceedings or testified on activities concerning alleged violations of the Atomic Energy Act of 1954 (as amended) and the Energy Reorganization Act of 1974 (as amended).

(c) The contractor shall insert this or the substance of this clause in any subcontracts involving work performed under this contract.

A.10 AUTHORITY TO USE GOVERNMENT PROVIDED SPACE AT NRC HEADQUARTERS (JUL 2007)

Prior to occupying any government provided space at NRC HQs in Rockville Maryland, the Contractor shall obtain written authorization to occupy specifically designated government space, via the NRC Project Officer, from the Chief, Space Design Branch, ADSPC. Failure to obtain this prior authorization can result in one, or a combination, of the following remedies as deemed appropriate by the Contracting Officer.

- (1) Rental charge for the space occupied will be deducted from the invoice amount due the Contractor
- (2) Removal from the space occupied
- (3) Contract Termination

A.11 PROHIBITION OF FUNDING TO ACORN (NOV 2009)

In accordance with section 163 of the Continuing Appropriations Resolution, 2010, Division B of Public Law No. 111-68 (CR), until further notice, no federal funds may be provided to the Association of Community Organizations for Reform Now (ACORN), or any of its affiliates, subsidiaries, or allied organizations. Additional information can be found at: http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-02.pdf

A.12 REDUCING TEXT MESSAGING WHILE DRIVING (OCT 2009)

(a) In accordance with Section 4 of Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," (October 1, 2009), the Contractor or Recipient is encouraged to:

(1) Adopt and enforce policies that ban text messaging while driving company-owned or rented vehicles or Government-owned vehicles, or while driving privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government; and

(2) Consider new rules and programs to further the policies described in (a)(1), reevaluate existing programs to prohibit text messaging while driving, and conduct education, awareness, and other outreach programs for employees about the safety risks associated with text messaging while driving. These initiatives should encourage voluntary compliance with the text messaging policy while off duty.

(b) For purposes of complying with the Executive Order:

(1) "Texting" or "Text Messaging" means reading from or entering data into any handheld or other electronic device, including for the purpose of SMS texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication.

(2) "Driving" means operating a motor vehicle on an active roadway with the motor running, including while temporarily stationary because of traffic, a traffic light or stop sign, or otherwise. It does not include operating a motor vehicle with or without the motor running when one has pulled over to the side of, or off, an active roadway and has halted in a location where one can safely remain stationary.

(c) The Contractor or Recipient shall encourage its subcontractor(s) or sub-recipient(s) to adopt and enforce the policies and initiatives described in this clause.

A.13 OPTION PERIODS - TASK ORDER/DELIVERY ORDER UNDER A GSA FEDERAL SUPPLY SCHEDULE CONTRACT (MARCH 2007)

The Period of Performance (PoP) for this requirement may extend beyond the Offeror's current PoP on their GSA Schedule. Offerors may submit proposals for the entire PoP as long as their current GSA Schedule covers the requested PoP, or their GSA Schedule contains GSA's "Evergreen Clause" (Option to Extend the Term of the Contract), which covers the requested PoP if/when the option(s) are exercised. Offerors are encouraged to submit accurate/realistic pricing for the requirement's entire PoP, even if the proposed GSA Schedule does not include pricing for the applicable option years, etc.

For proposal evaluation purposes, the NRC assumes that applicable Evergreen Clause Option(s) will be exercised and the NRC will apply price analysis, as applicable. It is in the best interest of the Offeror to explain major deviations in escalation, proposed in any Evergreen Clause option years. Resulting GSA task/delivery order option years subject to the Evergreen Clause will be initially priced utilizing the same rates proposed under the last GSA-priced year of the subject GSA Schedule. Upon GSA's exercise of the GSA Schedule option year(s) applicable to the Evergreen Clause, the NRC will modify the awarded task/delivery order to incorporate either the proposed pricing for the option years or the GSA-approved pricing (whichever is lower).

It is incumbent upon the Offeror to provide sufficient documentation (GSA-signed schedule, schedule modifications, etc.) that shows both the effective dates, pricing and terms/conditions of the current GSA Schedule, as well as Evergreen Clause terms/conditions (as applicable). Failure to provide this documentation may result in the Offeror's proposal being found unacceptable.

ATTACHMENT 1. Statement of Work**U. S. NUCLEAR REGULATORY COMMISSION****TASK ORDER 9, STATEMENT OF WORK****1.0 BACKGROUND**

The Nuclear Regulatory Commission (NRC) regulates domestic activities related to radiation protection and nuclear safety for nuclear facilities while promoting the nation's common defense and security related to the use of radioactive materials. In recent years, the NRC has experienced exponential growth of word processing documents, email, spreadsheets, web content, images, graphics and other digital assets generated while performing this mission¹. The NRC is facing significant challenges to manage this content effectively through numerous databases, document management, and collaboration systems. As the NRC accumulated additional systems, tools, repositories and associated business processes, significant customization occurred in order to implement enhancements to the initial set of deployed capabilities. This resulted in an overly complex, unmanageable, and costly legacy information technology (IT) environment that ultimately fails to meet users' needs. The current state threatens the agency's ability to carry out its mission to protect public health, safety and the environment.

The Information Management (IM) segment includes the programs, processes and technologies that combine to support the full lifecycle of the NRC's digital content (information), including records, from inception to disposal. This involves organizing, categorizing, and structuring digital information so that it is appropriately stored, published, reused, and retentions are implemented, as well as the consolidation of diverse content from multiple data stores into the content repository. IM includes processes and technologies related to collaboration, records management, public content publishing and search. The major program within the IM segment is the Enterprise Content Management (ECM) program, under the Information and Records Services Division (IRSD) within the Office of Information Services (OIS). During the IM segment analysis the team addressed and prioritized performance gaps as well as determined the drivers and opportunities for reuse, integration, and interoperability by the IM processes and technologies.

2.0 OBJECTIVE

The Contractor shall provide guidance and assistance with the implementation of the IM Segment Blueprint as defined in the Information Management Segment Implementation Strategy. Key areas are as follows:

- Assist with establishing P8 as the unified information management technology platform for NRC (defined as Opportunity 1 in the IM Segment Blueprint)
- Examine the feasibility of a shared service approach within an integrated ECM Program to allow for cost containment, reusability of existing functions, and improved governance for enterprise-wide content management needs (Opportunity 2).
- Assist with defining standard versus non-standard solutions within the IM Segment (Opportunity 3).
- Develop Enterprise Content Management (ECM) IT Governance program.
- Provide IM Segment/ECM Program support, outreach, and guidance to NRC offices.
- Develop and maintain IM policies, procedures, and guidelines.
- Improve integration and sharing of information within the IM Segment by increasing the re-use of common technologies and assets.
- Develop and maintain IM Segment data standards.

¹ In the current document management system, there are approximately 4 million files (with 1.7 million documents and 2.3 million as prior versions of those documents). Quoted from the Addendum A to RFP NRC3310 ADAMS Statement of Work, for ADAMS Systems Support and Migration

- Research and report on IM Segment programs in other federal agencies for the purpose of collaborating and identifying efforts that may be re-used at the NRC.
- Assist with the development of artifacts for the PMM.

3.0 DESCRIPTION OF WORK

The contractor shall be responsible for performing the following tasks. A task is not considered complete until all applicable open issues have been resolved. The NRC Project Officer will review all draft deliverables and the specified deliverable(s) must be approved by the Project Officer prior to issuance of the final deliverable. (* Please note that actual work priority and sequence of work to be performed will be determined by the NRC.)

Task 1 – Establish and Maintain a Project Plan (29 hours)

The contractor shall develop and maintain a project plan for NRC review that identifies major milestones and due dates for each task as well as for all draft and final deliverables associated with that task. The NRC Project Officer will review draft deliverables and provide comments to the contractor within five working days.

The initial project plan is due ten work days after the contract is awarded. The project officer shall review the project plan and provide comments, if necessary, with five (5) days of receiving the proposed project plan. The project plan shall be kept up to date and shall be reviewed at each of the bi-weekly status meetings.

Task 2 – Support IM Segment/ECM Program (448 Hours)

In keeping with the Agency mission and goals, the contractor shall perform the following activities under this task:

- Develop strategies establishing P8 as the unified information management technology platform for NRC and assisting with defining standard versus non-standard solutions within the IM Segment by integrating the IM Segment processes with the NRC Project Management Methodology (PMM), Capital Planning and Investment Control (CPIC) process, NRC IT governance bodies, Privacy Act controls, Federal Information Security Management Act (FISMA) security controls, and the NRC budget formulation process.
- Research, develop, and maintain IM Segment data standards. This includes developing the standards approval package, maintaining the IM segment data standards, and providing assistance with the data steward program within the IM segment.
- Develop and support ECM Program and IT business strategy development; including the development of a mission statement, business objectives, strategies, critical success factors, and balanced scorecards.
- Provide technical support to NRC offices concerning the ECM program. This includes performing periodic assessments of the office's ECM program, to ensure compliance with OMB's Federal Enterprise Architecture and NRC standards, as well as providing assistance with the requirements during the Research, Select, Control and Evaluate phases of Capital Planning and Investment Control (CPIC).
- Provide support with the development of an ECM Program outreach program, marketing and training initiatives. This effort includes developing, documenting, and implementing techniques to improve the flow of information to NRC users on the value/benefits of ECM Program.

Task 3 –Develop ECM Program IT Governance Process (250 Hours)

The contractor shall support the development of the ECM Program IT Governance process within NRC. These tasks would include:

- Assisting with writing the charter for the ECM Program IT Governance group
- Recommending the governance process for the ECM Program IT Governance group
- Providing advice on the makeup of the membership for the ECM Program IT Governance group

- Providing guidance to the existing IT Governance bodies on matters concerning the IM Segment. Predominantly, the input and guidance shall be for the Information Technology Business Council (ITBC) associated working groups meetings and special initiatives. These tasks include but are not limited to:
 - Recommending best practices
 - Assisting working group with action items

Presently there are two governance bodies associated with IT: IT/IM Senior Advisory Council (ITSAC) and ITBC. There are two working groups, and one proposed working group associated with the ITBC which are dedicated to specific EA concerns such as Technology, Change Management, and Data Management. These working groups meet at least once a month. The ECM Program IT Governance process would provide advice to the two existing NRC IT governance bodies on the technology, data, performance metrics, and business processes within the IM Segment.

Meeting Schedules for the governance bodies are displayed below:

Meeting	Schedule
ITSAC	Quarterly
ITBC	Monthly

Task 4 – Development and Maintenance of the FEA Reference Models (107 Hours)

The contractor shall collect and document metadata for the IM Segment as agreed upon by the Project Officer and in concert with key stakeholders for the maintenance of the Baseline and Target IM Segment FEA reference models for the Data Reference Model (DRM), Business Reference Model (BRM), Technical Reference Model (TRM), System Component Reference Model (SRM), and Performance Reference Model (PRM). This includes providing the information to the NRC EA staff for inclusion into the EA repository tool

As appropriate for the IM Segment, the Contractor shall collect the following information for the EA repository:

- Entity/Relationship Diagram (physical model)
- Detailed entity definitions
- Unique Identifiers for entities
- Attributes for all entities as well as definitions for each attribute
- Entity relationship descriptions
- Logical model
- Context diagram for each system
- Business process diagram (containing a functional decomposition)
- System Interface diagram which shows at a high level, the interfaces to other systems.
- System data flow diagram which specifies the data fields that are contained in each of the system interfaces.
- Entity activity matrix CRUD (CRUD stands for Create, Read, Update, and Delete) that specifies which activity creates, reads, updates or deletes the entity.

The contractor shall develop and maintain a transition plan for moving from Baseline to Target environment for the TRM, BRM, SRM, DRM and PRM for the IM Segment. This plan shall be updated on a quarterly basis.

The contractor shall develop and maintain Line of Business (LOB) Architecture for the BRM for the IM segment. This will include defining and maintaining business rules/functions for inclusion in the BRM. Additionally the contractor shall support with the identification of the connections between business functions, sets of services, and

component technologies for inclusion in the BRM and SRM. This will allow for increased business integration and sharing by developing an IT-business collaborative framework. The contractor shall review and update the BRM and SRM on a quarterly basis.

The contractor shall develop, and maintain the performance metrics identification for IM segment IT investments for inclusion in the Performance Reference Model (PRM).

The contractor shall assist with validating the use of technical standards, technology policies, and particular technology solutions for the IM segment as a precursor to incorporating them into the TRM.

The contractor shall assist with the maintenance of the IM segment related content within the NRC Technology Roadmap document.

Tasks performance priority

Tasks 1-3 are considered priorities.

Level of Effort

The level of effort to complete Tasks 1-3 is estimated to be approximately 833 hours for a 6 month base period.

4.0 STANDARD MEETINGS AND REPORTS

Meetings

The Contractor shall attend biweekly status meetings at NRC Headquarters in Rockville, MD with the Project Officer and/or other NRC staff to discuss status of all active tasks. The project plan will be updated and discussed at the status meeting.

Reports

The Contractor shall provide a monthly written status report, to include a brief summary of significant activities, problems and developments that occurred during the reporting period. This Report shall include information for each task listed in one of the following categories: active, completed, on hold (with explanation as to why the task is on hold), or canceled. All active tasks shall have a task resource breakdown (projected and current) listed, and an up-to-date status of all deliverables with completed and scheduled delivery dates. In addition, the report shall include the percentage and total hours remaining in each labor category per contract year. A copy of the report shall be received by the Project Officer via e-mail no later than the 5th of each month.

The Contractor shall provide a bi-weekly written status report to include a brief summary of significant activities for each active task, problems and developments that occurred during the reporting period, as well as progress made towards milestones for each task. In addition, the report shall include the percentage of task completed and the percentage and totals of resource hours remaining, listed by labor category. The Contractor shall notify the Project Officer when 75% of the task resources have been expended. The report shall be provided to the Project Officer at the bi-weekly status meeting. In the event the status meeting is not held, the report shall be provided to the Project Officer via e-mail by the date the meeting would otherwise have been held.

Hard copies of all reports shall subsequently be mailed to the NRC Project Officer and the Technical Monitor (Refer to Section 11.0 Place of Delivery-Reports).

6.0 PLACE OF PERFORMANCE

Work performed under this contract shall be completed at the government's site.

7.0 SECURITY

All personnel are required to have an IT Level II or higher clearance.

8.0 GOVERNMENT FURNISHED INFORMATION

Due to lack of available space for federal employees on-site work facilities cannot be guaranteed. The furnishing of LAN accounts for all personnel, desktop configuration for on-site employees, shared working space for staff, System Architect on-site access, as well as any applicable materials, will be determined upon award of contract.

9 OTHER REPORTS

In addition to the reporting requirements specified elsewhere in this document, the contractor shall provide the following:

The contractor shall apprise the Project Officer of problems or potential problems affecting performance as soon as the Contractor becomes aware. Verbal reports shall be followed up with written reports.

9.1 DELIVERABLES

All deliverables shall be delivered in both hard copy and electronic format to the NRC Project Officer by the date specified by the NRC Project Officer or by an alternate date mutually agreed upon by the Contractor and the NRC Project Officer.

The Contractor shall provide (2) printed copies of each draft and the final deliverable, and shall also provide each deliverable in electronic format, using applications appropriate for each document. The format of each deliverables shall be MS Project for the Project Plan and MS Word for any documents.

9.2 INSPECTION AND ACCEPTANCE

Deliverables will be inspected and the Contractor notified of the findings within five (5) work days by the NRC Project Officer. If the deliverables are not acceptable, the NRC Project Officer will notify the contractor's Project Manager immediately.

10.0 TRAVEL

Local travel will not be reimbursed by the Government. Other travel is not expected.

11.0 PLACE OF DELIVERY-REPORTS

Technical Monitor:

- (a) Aldo Eskandary, Technical Monitor (1 Copy)
U.S. Nuclear Regulatory Commission
OIS/BPIAD/EASB
Mail Stop: O6-D3M
Washington, DC 20555
Aldo.Eskandary@nrc.gov

- (b) Project Officer:
William Carrier, Project Officer
U.S. Nuclear Regulatory Commission
OIS/BPIAD/
Mail Stop: O6D3M
Washington, DC 20555
William.Carrier@nrc.gov