

**ORD. FOR SUPPLIES OR SERVICES**

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

BPA NO.

1 24

1. DATE OF ORDER 05-11-2011		2. CONTRACT NO. (If any) GS35F0553P		6. SHIP TO	
3. ORDER NO. NRC-HQ-11-P-33-0113		4. REQUISITION/REFERENCE NO.		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Mail Stop: TWB-01-B10M Washington, DC 20555				b. STREET ADDRESS Attn.: Richard Ousley 11545 Rockville Pike Mailstop T5-D14	
7. TO		c. CITY Rockville		d. STATE MD	e. ZIP CODE 20852
a. NAME OF CONTRACTOR FOUR POINTS TECHNOLOGY, L.L.C.		f. SHIP VIA			
b. COMPANY NAME		8. TYPE OF ORDER			
c. STREET ADDRESS 14900 CONFERENCE CENTER DR STE 100		e. STATE VA		f. ZIP CODE 201513813	
d. CITY CHANTILLY		10. REQUISITIONING OFFICE OIS			
9. ACCOUNTING AND APPROPRIATION DATA BBR:2011-10-51-J-144; JC:J1230; BOC:252A; APP:31X0200.110 OBLIGATED AMOUNT: \$54,204.00 DUNS:089896737; NAICS:541519; FSS:112093				12. F.O.B. POINT Destination	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input checked="" type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) <input type="checkbox"/> h. ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM				16. DISCOUNT TERMS N/A	
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION		b. ACCEPTANCE			

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>The contractor shall provide the following under the terms and conditions of GSA contract GS-35F-0553P and the attached Four Points Technology, Inc. Price quote:</p> <p>Base period ( ADAMS Disaster Recovery Services) Period of performance: 05/11/2011 through 11/10/2011 Not to-exceed \$51,248.16</p> <p>Option period 1 ( ADAMS Disaster Recovery Services) Period of performance: 11/11/2011 through 02/10/2012 Not to-exceed \$25,624.08</p> <p>Option period 2 ( ADAMS Disaster Recovery Services) Period of performance: 02/11/2012 through 04/10/2012 Not to-exceed \$25,624.08</p>				See CONTINUATION Page	

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
21. MAIL INVOICE TO:					
a. NAME Department of Interior / NBC NRCPayments@nbc.gov					
b. STREET ADDRESS (or P.O. Box) Attn: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue					
c. CITY Denver		d. STATE CO	e. ZIP CODE 80235-2230		
22. UNITED STATES OF AMERICA BY (Signature) 				23. NAME (Typed) William A. Adams Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER	
SEE BILLING INSTRUCTIONS ON REVERSE					17(h) TOTAL (Cont. pages)  17(i). GRAND TOTAL \$102,496.32 (Base + all Options)



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**TASK ORDER TERMS AND CONDITIONS**

NOT SPECIFIED IN THE CONTRACT

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

**A.2 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.3 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.4 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.5 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.6 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](http://www.whitehouse.gov/omb/assets/memoranda_2010/m10-02.pdf)

## **A.7 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.8 SECTION 508 COMPLIANCE**

All electronic and information technology (EIT) procured through this contract must meet the applicable accessibility standards at 36 CFR 1194, unless an agency exception to this requirement exists. (36 CFR 1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at: <http://www.access-board.gov/sec508/standards.htm>)

The following standards have been determined to be applicable to this contract:

The standards do not require the installation of specific accessibility-related software or the attachment of an assistive technology device, but merely require that the EIT be compatible with such software and devices so that it can be made accessible, without significant alteration, if so required by the NRC in the future.

Within five (5) days of product delivery, the Contractor shall denote, in a comprehensive specific list, all offered EIT products (supplies and services) that fully comply with Section 508, with full details and evidence or verification of compliance. The Contractor shall ensure that all EIT products that are less than fully compliant are offered pursuant to extensive market research, which ensures that they are the most compliant products and services available to satisfy this contract's requirements.

If the NRC determines any furnished product or service is not in compliance with the contract, the Contracting Officer (CO) will promptly inform the Contractor in writing. The Contractor shall, without charge to the NRC, repair or replace the non-compliant products or services within the period of time specified in writing by the CO. If such repair or replacement is not completed within the time specified, the NRC shall have the following recourses:

Cancellation of the contract, delivery or task order, purchase of line item without termination liabilities; or

In the case of custom EIT being developed for the NRC, the NRC shall have the right to have any necessary changes made or repairs performed, by the NRC or by another firm, and the Contractor shall reimburse the NRC for any expenses thereby incurred.

## **A.9 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000)**

(a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 30 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 12 months.

**A.10 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 60 days.

**A.11 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 A.

U.S. Nuclear Regulatory Commission

Statement of Work – ADAMS Disaster Recovery Services

Background

The Federal Information Security Management Act of 2002, OMB Circular A-130, in accordance with the NRC Management Directive 12.5, establishes a requirement that all Federal Information Systems have proper security management controls and contingency plans in place to provide and ensure the continuous availability of facilities and applications in order to allow them to be expeditiously restored in the event of a disaster.

The U.S. Nuclear Regulatory Commission (NRC), in an effort to comply with these regulations and ensure continuity of operations, requires a contract to provide disaster recovery services for the Agencywide Documents Access and Management System (ADAMS). The ADAMS system contains all official NRC agency documents and records that are critical to accomplishing the agency's mission and has been classified as a Major Application System. The NRC needs to ensure continuity of its operations by providing disaster recovery capabilities and protection for the ADAMS system in the event of a disaster or unplanned disruption or emergency.

Objective

NRC requires midrange servers, LAN servers, PC workstations, and network equipment to be provided at a disaster recovery facility or facilities to support the disaster recovery plan of the NRC ADAMS computer application system. If multiple facilities are utilized, all locations must be connected via a dedicated linked high capacity wide area network (WAN), and staffed with system and network technicians experienced in conducting disaster recovery test exercises and disaster recoveries, including in multiple, simultaneous disaster situations.

Scope of Work

1. Recovery Facility Requirements

The contractor shall provide and maintain physical facilities; equipment; communications; electrical power; heating, ventilation, and air conditioning; security; office and storage space; supplies; training; documentation; technical, operational, and consulting support; and other supplies and services required under this contract.

The contractor shall provide test time and technical assistance before, during, and after testing to ensure that the NRC's recovery plans will be implemented successfully at the contractor's recovery facilities at time of disaster declaration.

The contractor shall ensure that all supplies and services provided under this contract, including technical and operational staff support, are provided prior to testing (to plan and coordinate test activities), at time of testing, after testing to assess test results, at time of disaster alert, and, in the event of a disaster, within twenty-four (24) hours of disaster declaration, or at time of recovery facility occupancy, whichever is sooner.

The contractor shall provide one or more recovery facilities that provide redundant support for the NRC's requirements. The NRC shall be assigned to a primary recovery facility. A secondary workgroup facility shall also be available for use during disaster recovery testing and at time of disaster declaration.

Each recovery facility shall be a fully operational information technology installation for mainframe, midrange, server and/or workstation systems that is dedicated to testing NRC's disaster recovery plans and recovering operations at time of disaster.

The contractor shall provide a fully operational facility to test disaster recovery capabilities, on a semi-annual basis, or within (24) hours of when a disaster is declared and the NRC is ready to occupy the contractor's facility. This site shall be provided for a period of up to fifty-two (52) weeks occupancy for each disaster declaration. The recovery facility site shall be plug-to-plug compatible and functionally equivalent to the equipment configurations specified in the Statement of Work.

The contractor's site shall be a fully operational, configured computing facility that requires only installation of NRC software and contractor established communication links between required facilities. The NRC shall provide their own software to include operating systems, other systems software, application software, and data.

The recovery facility shall be equipped with the necessary environmental support systems, including, but not limited to, electric power (primary and backup), air conditioning, fire detection and suppression systems, and security systems and communications to support the operation of the computer system resources specified in the Statement of Work. The NRC will be responsible for acquiring and installing all software required to establish backup operations at the recovery site.

The contractor shall provide equipment that is plug-to-plug compatible and functionally equivalent to the equipment specified in Section 10 of the Statement of Work.

## 2. Security Requirements

The following security requirements apply to the contractor's recovery facilities.

The contractor shall provide each facility and its component parts (e.g., cold site, conference room space, storage space, communications and specialized equipment space) an environment to accommodate a sensitive/unclassified system. Facility security shall include, but not be limited to, the following:

Access to each facility and its component parts shall be restricted by a manned and/or automated access control system which identifies individuals, authenticates identity, validates access authorization, and maintains an audit trail. At time of occupancy for testing or disaster, the NRC Project Officer will provide a list of individuals authorized to access the facility and its component parts.

The contractor shall provide twenty-four (24) hour/day physical security protection when the NRC uses its facility. Security coverage shall be provided for all internal and external facility components.

Written security and emergency procedures shall be in place and posted conspicuously. Sign in logs shall be used whenever entering the recovery facility, at which time a unique access device shall be issued to each authorized person.

Each recovery facility shall contain fire detection and suppression systems in accordance with applicable Local, State, and Federal regulations.

Each recovery facility shall contain adequate environmental control systems to sustain continuous operations. The environmental control systems shall satisfy the original equipment manufacturer's specifications for its equipment, and shall include: heating, ventilation, and air conditioning; chillers; water detection and protection; dual power feeds from separate power stations; uninterruptible power supply; and surge protector for each server and workstation. Each site shall contain adequate environmental systems to accommodate the systems under subscription. The contractor shall provide a fully operational backup generator at each recovery facility within twelve (12) hours of disaster declaration. The backup generator shall have the capacity to keep the computer systems, air conditioning, lighting, security system, fire detection and suppression system, and private branch exchanges (PBXs) operational in the event of a power disruption or interruption.

Contractor personnel assigned to support the NRC recovery exercises and recovery events shall be subjected to suitability screening and background investigation, in accordance with Federal regulations. Background investigation

shall include, at a minimum, checking criminal court records and verifying social security numbers, credit, employment and education records and reports to determine suitability for employment.

Contractor personnel assigned to support the NRC recovery exercises and recovery events shall receive computer security awareness training in accordance with the Federal Information Security Management Act (FISMA) of 2002.

The contractor shall reformat and scan and eradicate any malware on all fixed disks on all servers and workstations immediately before a server or workstation is provided to NRC for a test and/or at time of disaster.

The Contractor shall confirm that it has completed a Security Plan, Disaster Recovery Plan, and Security Review for the facilities, systems, and networks proposed to satisfy the requirements of this contract. These documents shall have been established, updated, or verified within the last 12 months of the date of the proposal submission.

The contractor shall comply with the Security Plan, and maintain the specified countermeasures within this Plan to protect NRC test and recovery operations, and safeguard sensitive Government information resources.

The contractor shall comply with the Disaster Recovery Plan, and maintain the specified recovery capabilities to support NRC test and recovery operations in the event that a disaster affects one or more of the contractor's recovery facilities, systems, and/or network.

The contractor shall comply with the Security Review's findings and recommendations, and implement and maintain appropriate countermeasures to protect NRC test and recovery operations, and safeguard sensitive Government information resources.

### 3. Technical Support Services

The contractor shall provide technical support before (to plan and coordinate test activities), during, and after all tests (to assess test results), during a disaster alert, and during a declared disaster. Systems engineers, software specialists, communication analysts, operations support personnel, facilities maintenance personnel, and all other necessary personnel shall be provided. Contractor technical support personnel shall perform functions such as preparing the recovery site for NRC occupancy; configuring and maintaining equipment; analyzing and correcting equipment operation, compatibility, and communication problems; and maintaining environmental support systems.

### 4. Equipment Maintenance

The contractor shall provide twenty-four (24) hour/day, seven (7) day/week facility maintenance on all recovery site equipment (e.g., computer systems, HVAC). Preventive and corrective maintenance shall be provided in accordance with the original equipment manufacturer's specifications.

### 5. Network Services

The contractor shall provide a dedicated, high-capacity WAN to connect the contractor's recovery facilities if necessary. The WAN shall provide access to multiple local and long distance carriers. The cost of installing and maintaining those communication lines is the contractor's responsibility. The cost of utilizing the contractor's WAN shall be included in the recovery services cost. There shall be no additional cost to NRC to utilize the WAN to access one contractor recovery facility from another contractor recovery facility, or to ride the contractor's WAN from point of access (e.g., the node nearest to the NRC) to point of destination (e.g., the contractor's remote recovery site), during testing and/or at time of disaster.

The contractor shall be responsible for local service and interfacing with the long-distance telecommunications circuits and/or services. The contractor shall provide channel service units (CSU)/digital service units (DSU)/integrated service units (ISU), modems, routers, and cables, etc., to connect the telecommunications circuits and/or services to the contractor's WAN, recovery facilities, and computer systems (the NRC is responsible for installing the same equipment at its facilities).

The contractor shall make available the communication accesses specified for each recovery site (e.g., [1] DS-1 access).

The contractor shall provide network diagnostic and test equipment.

## 6. Testing

The contractor shall make recovery site(s) available for recovery capability testing for the number of hours per year specified below. There shall be two (2) or more tests per year, divided into one (1) or more twenty-four (24) hour increments.

### **Specific Time Constraints**

**Preliminary Two Day Test:** A two (2) day preliminary test is required to be scheduled and conducted by NRC staff/contractors on two contiguous weekdays to start no earlier than May 23<sup>rd</sup>, 2011 and to end no later than July 1<sup>st</sup>, 2011. The focus of this test is to ensure an error free restore of data from 3592 media via an IBM 3584 Tape Library to servers and structured in the appropriate format.

**Full Disaster Recovery Test:** After the preliminary two (2) day test is completed successfully, a subsequent five (5) day test is required to start between June 20<sup>th</sup>, 2011 and August 29<sup>th</sup>, 2011. The start date of this test must be after a successful preliminary test and begin on a Monday.

### **Other Test Related Requirements**

The contractor shall satisfy NRC requests to schedule test time within five (5) days of the date of request for either the Preliminary or Full Disaster Recovery Test.

**Full Disaster Recovery Test:** The contractor shall send a confirmation letter to the NRC Project Officer within five (5) days of a test being scheduled. The confirmation letter shall include the date and time of the test, location(s), a copy of the test planning and assessment documentation from the NRC's last test (if applicable), and a test planning form, to be completed by the NRC and returned to the contractor at least fourteen (14) days prior to the test. As follow-up to the letter and the completed test planning form, the contractor shall call the NRC Project Officer, at least ten (10) days prior to the test, to coordinate all technical and logistical aspects of the test. During that call, the contractor shall describe, and the NRC will validate, who is responsible for what activities, and when they will be completed, before, during, and after the test. Within one week after the test, the contractor and NRC shall provide a written assessment of each other's performance and the test results.

If an NRC test is canceled by the contractor prior to the test's completion, due to another customer of the contractor declaring a disaster, or if an NRC test cannot be completed due to the unavailability or malfunctioning of the contractor's system or network resources, the scheduled test time shall be credited in full to the NRC. Credited test time shall be rescheduled before the date of contract expiration, at the NRC's request, and/or a mutually acceptable cost reduction shall be negotiated.

The NRC may cancel or reschedule reserved test time thirty (30) or more days before a scheduled test without penalty, or 48 hours after a test is scheduled, whichever is less time before the scheduled test date.

7. Contractor Equipment, Software, Facility, and Network Modifications

The contractor shall provide to the NRC Project Officer, and to the Contracting Officer's Representative, written notification before making a change that will adversely impact the NRC. Notification of a planned change to the contractor's hardware (including address scheme changes, CPU identification number change), software, firmware, facility and/or network shall be provided at least sixty (60) days prior to implementation. No changes shall be made that prevent the NRC from successfully testing or recovering its operations. Additional charges shall not be made for equipment changes the contractor elects to make to upgrade or improve its capabilities.

8. NRC Recovery Requirements

The contractor shall provide the disaster recovery site(s), computer systems, network resources and technical professional services specified below to support disaster recovery test exercises and disaster recoveries within twenty-four (24) hours of an official disaster declaration.

9. Additional Recovery Requirements

The contractor shall provide additional disaster recovery services (e.g., disk replication (mirroring, shadowing), electronic vaulting, remote journaling, storage area networks (SAN), network-attached storage (NAS), long-distance telecommunication circuits and/or services (e.g., dialup, ISDN, DS1, DS3, Frame Relay, VPN), Internet recovery services, tape handling services, system and network restoration services, disaster recovery planning consulting services, disaster recovery planning software, and mobile recovery facilities) as specified in Section 10.

10. The specific IT disaster recovery requirements of the NRC are listed below.

1. **NRC HEADQUARTERS LOCATION**

U.S. Nuclear Regulatory Commission (NRC)  
 11555 Rockville Pike  
 Rockville, MD 20852

2. **CORE SYSTEM RESOURCES**

A. RECOVERY CENTER

**ITEM NUMBER (1) – PHASE I - COMPUTER RECOVERY CENTER FOR COMPUTER APPLICATION SERVERS**

RESOURCES REQUIRED FOR TESTING PURPOSES AND AVAILABLE IMMEDIATELY AT TIME OF DISASTER

<u>QTY</u>	<u>MACHINE TYPE</u>	<u>DESCRIPTION</u>
1	Server (w/ Monitor, Keyboard, Mouse)	
	4	Intel Dual-Core 3.4 GHz Xeon CPU (EMT64,VT)
	32	GB Memory
	97	GB Internal Disk
	1	DVD-ROM Drive
	1	Ethernet 10/100/1000 Mbps Port
	1	RAID Controller
	1	Fiber Channel Port

- 1 Server (w/ Monitor, Keyboard, Mouse)
  - 4 Intel Dual-Core 3.4 GHz Xeon CPU (EMT64,VT)
  - 16 GB Memory
  - 72 GB Internal Disk
  - 1 DVD-ROM Drive
  - 1 Ethernet 10/100/1000 Mbps Port
  - 1 RAID Controller
  - 1 Fiber Channel Port
  
- 1 Server (w/ Monitor, Keyboard, Mouse)
  - 4 Intel Dual-Core 3.4 GHz Xeon CPU (EMT64,VT)
  - 4 GB Memory
  - 72 GB Internal Disk
  - 1 DVD-ROM Drive
  - 1 Ethernet 10/100/1000 Mbps Port
  - 1 RAID Controller
  - 1 Fiber Channel Port

QTY      MACHINE TYPE    DESCRIPTION

- 1 IBM 3584 Tape Library (for use with 3592 media)
  - 4 IBM 3592-E06 (TS1130) Tape Drive  
(Encryption capable - Fiber attached)
  
- 1 5,632 GB Disk - RAID protected
- 1 3,584 GB Disk - RAID protected
- 1 Cisco 2611 Router
  - 1 MB DRAM
  - 1 MB FLASH
  - 2 10Mb Ethernet Port
  - 2 V.35 Port

**B. WORKAREA RECOVERY CENTER PROXIMATE TO ROCKVILLE, MARYLAND**

**ITEM NUMBER (2) – PHASE I - EMERGENCY RESPONSE BACKUP CAPABILITY**

**RESOURCES REQUIRED FOR TESTING PURPOSES AND AVAILABLE IMMEDIATELY AT TIME OF DISASTER  
(10) POSITIONS AT TIME OF TEST, (50) POSITIONS AT TIME OF DISASTER**

QTY      MACHINE TYPE    DESCRIPTION

- 10 Furnished Workgroup Position (Desk, Chair, Voice & Data Wiring)
  
- 10 Digital Telephone Set
- 1 LAN Server (w/ Monitor, Keyboard, Mouse)
  - 1 Pentium 500 MHz CPU
  - 2,048 MB Memory
  - 18 GB Internal Disk
  - 1 CD-ROM Drive
  - 1 Ethernet 10/100 Mbps Port

- 1 Raid Controller
- 10 Server (w/ Monitor, Keyboard, Mouse)
  - 1 Intel 3.0 GHz Core2 Duo CPU
  - 1,024 MB Memory
  - 160 GB Internal Disk
  - 1 DVD-RW Drive
  - 1 Ethernet 10/100/1000 Mbps Adapter
- 1 HP LaserJet 4 Plus Printer
  - 22 MB Memory
- 1 HP LaserJet 4 Plus Printer
  - 22 MB Memory
- 6 U.S. Robotics Courier 56K Modem
- 4 Western Data 56K Modem, 3DES, Async
- 1 Cisco 4500 Router
  - 1 MB DRAM
  - 2 10Mb Ethernet Port
  - 4 V.35 Port
- 10 Data Center Connectivity - LAN Port Patch Position
- 86 10/100Base-TX Switched Ethernet Port

**Voice Configuration – To be used in conjunction with workgroup.**

<u>QTY</u>	<u>DESCRIPTION</u>
1	Access to Digital PBX Features and Functionality
10	Voice Mailboxes - 4 port system
10	Digital On-Site ACD Agent (Phone(s) required)
10	Redirect Services utilizing Dedicated Redirect Number(s)

**ITEM NUMBER (3) – PHASE II - WORKAREA RECOVERY BACKUP CAPABILITY**

RESOURCES NOT REQUIRED FOR TESTING BUT SHALL BE AVAILABLE WITHIN 48-HOURS OF DISASTER DECLARATION

**(50) POSITIONS REQUIRED AT TIME OF DISASTER**

<u>QTY</u>	<u>MACHINE TYPE</u>	<u>DESCRIPTION</u>
50	Furnished Workgroup Position (Desk, Chair, Voice & Data Wiring)	
50	Digital Telephone Set	
1	LAN Server (w/ Monitor, Keyboard, Mouse)	<ul style="list-style-type: none"> <li>1 Pentium 500 MHz CPU</li> <li>2,048 MB Memory</li> <li>18 GB Internal Disk</li> <li>1 CD-ROM Drive</li> <li>1 Ethernet 10/100 Mbps Port</li> <li>1 Raid Controller</li> </ul>
50	Server/Workstation (w/ Monitor, Keyboard, Mouse)	<ul style="list-style-type: none"> <li>1 Intel 3.0 GHz Core2 Duo CPU</li> </ul>

- 1,024 MB Memory
- 160 GB Internal Disk
- 1 DVD-RW Drive
- 1 Ethernet 10/100/1000 Mbps Adapter
- 1 HP LaserJet 4 Plus Printer
  - 22 MB Memory
- 1 HP LaserJet 4 Plus Printer
  - 22 MB Memory
- 6 U.S. Robotics Courier 56K Modem
- 4 Western Data 56K Modem, 3DES, Async
- 1 Cisco 4500 Router
  - 1 MB DRAM
  - 2 10 Mb Ethernet Port
  - 4 V.35 Port
- 25 Data Center Connectivity - LAN Port Patch Position
- 86 10/100Base-TX Switched Ethernet Port

**Voice Configuration – To be used in conjunction with workgroup.**

<u>QTY</u>	<u>DESCRIPTION</u>
1	Access to Digital PBX Features and Functionality
50	Voice Mailboxes - 4 port system
50	Digital On-Site ACD Agent (Phone(s) required)
24	Redirect Services utilizing Dedicated Redirect Number(s)

**Other Configuration**

<u>QTY</u>	<u>DESCRIPTION</u>
19	HP LaserJet 8150 Printer [IML-WG-03]
36	Multifunction (Fax / Print / Scan / Copy) Machine [IML-WG-01]
14	US Robotics 5686E V.90/V.92 Data and Fax Modem
76	Codex 326x V.34 Modems
5	Cisco Catalyst 2950-24 (24) Port 10/100 Ethernet Switch

**ITEM NUMBER (4) – TECHNICAL SUPPORT SERVICES – FILENET MANAGED RESTORATION SERVICE AND DESKTOP DRIVE IMAGING SERVICE**

**A. FILENET MANAGED RESTORE SERVICES FOR “READ ONLY” AND “WRITE ACCESS” TESTING SUPPORT:**

The contractor shall participate in all FileNet testing and system recoveries.

The contractor is responsible for mapping the NRC’s hardware and software configuration to the hardware that is installed at the contractor’s recovery facility.

Additionally, restorations of the FileNet operating system, windows operating system, and the NRC databases are the responsibility of the contractor.

The contractor shall also provide assistance in the development of NRC disaster recovery test objectives.

The contractor’s technical support personnel are responsible for the establishment and maintenance of the network backup capability, as well as all logistical and facility issues.

- B. DESKTOP DRIVE IMAGING SERVICE (DIS) -The contractor shall provide a methodology for desktop recovery. Contractor shall provide for the storage of NRC-provided image(s) and multi-casting these images for selected desktop technology via a multi-cast image server at the designated recovery facility.

The contractor shall:

- Provide access to a multi-cast image server at the designated recovery center.
- Provide technical support to assist NRC in the creation of a "build" of NRC desktop images.
- Provide NRC with access during a scheduled test to a single station at the designated recovery facility to create, update, and upload NRC's desktop image(s). In addition to the contracted test period(s) on the specified schedule, NRC shall be provided with access for up to four (4) hours semi-annually to create, update and upload NRC image(s) on a single station.
- Maintain the most recent version of NRC's desktop image(s) on tape at the designated recovery center.
- Download image(s) containing NRC-licensed operating systems and programs onto the designated recovery services during scheduled test period and at time of disaster.
- Provide a pre-load summary report upon completion of the DIS. This report shall be sent to NRC via email to be reviewed during a post-test conference call.

NRC will be responsible for:

- Creation of the actual image(s) and then, in conjunction with assigned operations personnel, upload the images to a multi-cast server during a scheduled test period.
- Identifying NRC contact information for receipt of pre-load summary.
- Ensuring proper licensing of NRC's desktop operating system and applications.

### **3. SUPPORT PROVISIONS**

(1) Cold Recovery Site

(1) Conference room to accommodate meeting for 25 individuals at recovery site (testing and disaster)

(1) Storage space for NRC tapes at recovery site (testing and disaster)

(1) Set standard supplies - 25 boxes paper and printer/fax supplies/24 hours; 5 boxes 3.5 inch diskettes/24 hours; 5 boxes r/w CD-ROMS/24 hours; and miscellaneous desk supplies at workgroup recovery site (testing and disaster)

(1) NRC orientation session

(192) Test hours on computer servers, workstations, other hardware

(16) Test hours of work area

### **4. PERIOD OF PERFORMANCE**

Mandatory six-month base term	(May 11, 2011 – November 10, 2011)
Option period 1 – three months	(November 11, 2011 – February 10, 2012)
Option period 2 – three months	(February 11, 2012 – April 10, 2012)

ATTACHMENT B.

**BILLING INSTRUCTIONS FOR  
FIXED PRICE CONTRACTS (JUNE 2008)**

**General:** During performance and through final payment of this contract, the contractor is responsible for the accuracy and completeness of data within the Central Contractor Registration (CCR) database and for any liability resulting from the Government's reliance on inaccurate or incomplete CCR data.

The contractor shall prepare vouchers/invoices as prescribed herein. FAILURE TO SUBMIT VOUCHERS/INVOICES IN ACCORDANCE WITH THESE INSTRUCTIONS WILL RESULT IN REJECTION OF THE VOUCHER/INVOICE AS IMPROPER.

**Form:** Claims shall be submitted on the payee's letterhead, voucher/invoice, or on the Government's Standard Form 1034, "Public Voucher for Purchases and Services Other than Personal," and Standard Form 1035, "Public Voucher for Purchases Other than Personal--Continuation Sheet."

**Number of Copies:** A signed original shall be submitted. If the voucher/invoice includes the purchase of any property with an initial acquisition cost of \$50,000 or more, a copy of the signed original is also required.

**Designated Agency Billing Office:** The preferred method of submitting vouchers/invoices is electronically to the Department of the Interior at [NRCPayments@nbc.gov](mailto:NRCPayments@nbc.gov)

If the voucher/invoice includes the purchase of any property with an initial acquisition cost of \$50,000 or more, a copy of the signed original shall be electronically sent to: [Property@nrc.gov](mailto:Property@nrc.gov)

However, if you submit a hard-copy of the voucher/invoice, it shall be submitted to the following address:

Department of the Interior  
National Business Center  
Attn: Fiscal Services Branch - D2770  
7301 West Mansfield Avenue  
Denver, CO 80235-2230

If you submit a hard-copy of the voucher/invoice and it includes the purchase of any property with an initial acquisition cost of \$50,000 or more, a copy of the signed original shall be mailed to the following address:

U.S. Nuclear Regulatory Commission  
NRC Property Management Officer  
Mail Stop: O-4D15  
Washington, DC 20555-0001

**HAND-CARRIED SUBMISSIONS WILL NOT BE ACCEPTED**

**Agency Payment Office:** Payment will continue to be made by the office designated in the contract in Block 12 of the Standard Form 26, Block 25 of the Standard Form 33, or Block 18a. of the Standard Form 1449, whichever is applicable.

**Frequency:** The contractor shall submit a voucher/invoice only after the NRC's final acceptance of services rendered or products delivered in performance of the contract unless otherwise specified in the contract.

**Preparation and Itemization of the Voucher/Invoice:** The voucher/invoice shall be prepared in ink or by typewriter (without strike-overs). Corrections or erasures must be initialed. To be considered a proper voucher/invoice, all of the following elements must be included:

1. Contractor's Data Universal Number (DUNS) or DUNS+4 number that identifies the contractor's name and address. The DUNS+4 number is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the contractor to identify alternative Electronic Funds Transfer (EFT) accounts for the same parent concern.
2. Contract number.
3. Sequential voucher/invoice number.
4. Date of voucher/invoice.
5. Payee's name and address. Show the name of the Payee as it appears in the contract and its correct address. If the Payee assigns the proceeds of this contract as provided for in the assignment of claims terms of this contract, the Payee shall require as a condition of any such assignment, that the assignee shall register separately in the Central Contractor Registration (CCR) database at <http://www.ccr.gov> and shall be paid by EFT in accordance with the terms of this contract. See Federal Acquisition Regulation 52.232-33(g) Payment by Electronic Funds Transfer - Central Contractor Registration (October 2003).
6. A description of articles or services, quantity, unit price, and total amount.
7. For contractor acquired property, list each item with an initial acquisition cost of \$50,000 or more and provide: (1) an item description, (2) manufacturer, (3) model number, (4) serial number, (5) acquisition cost, (6) date of purchase, and (7) a copy of the purchasing document.
8. Weight and zone of shipment, if shipped by parcel post.
9. Charges for freight or express shipments. Attach prepaid bill if shipped by freight or express.
10. Instructions to consignee to notify the Contracting Officer of receipt of shipment.
11. For Indefinite Delivery contracts or contracts under which progress payments are authorized, the final voucher/invoice shall be marked "FINAL VOUCHER" OR "FINAL INVOICE."

**Currency:** Billings may be expressed in the currency normally used by the contractor in maintaining his accounting records and payments will be made in that currency. However, the U.S. dollar equivalent for all vouchers/invoices paid under the contract may not exceed the total U.S. dollars authorized in the contract.

**Supersession:** These instructions supersede any previous billing instructions.