

ORDER FOR SUPPLIES OR SERVICES

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

BPA NO.

1. DATE OF ORDER MAR 19 2008		2. CONTRACT NO. (if any) NRC-10-07-414		6. SHIP TO	
3. ORDER NO. OIF-001		4. REQUISITION/REFERENCE NO. PFS#: OIF-08-313		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Robin T. Barnes Mail Stop T-7-T-2 Washington, DC 20555		7.10:		c. CITY Washington	
				d. STATE DC	
				e. ZIP CODE 20555	
8. NAME OF CONTRACTOR		9. COMPANY NAME		1. SHIP VIA	
10. STREET ADDRESS		11. CITY		8. TYPE OF ORDER	
12. STATE		13. ZIP CODE		<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
14. ACCOUNTING AND APPROPRIATION DATA 31XU200.87G B&R: 87G-15-11A-990 BOC: 252A JCN: N7337 DELICATE: 300,130 FUNDS: 054905111		15. \$20,130.00		10. REQUISITIONING OFFICE OIP Office of International Programs	
16. BUSINESS CLASSIFICATION (Check appropriate box(es))		17. 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"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS		<input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED		N/A	
13. PLACE OF INSPECTION		14. GOVERNMENT BAL NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
18. ACCEPTANCE				N/A	
				16. DISCOUNT TERMS 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)
001A*	In accordance with Section C.3 52.216-8 Order clause, this Task Order is for administrative office support for OIP. Advanced Services - Short Term 1 person	(b)(4)	hours	(b)(4)	\$20,153.12	
001A#	Advanced Services - Short Term 1 Person Overtime		hours		\$2,636.40	
In accordance with the attached is the Statement of Work, the amount of funds obligated under this task order is \$20,130.00. The estimated calling amount of this task order is 114,989.52. The project officer is Catherine Blaney (301) 415-1491. The T. O. Manager for OIP is Joan McDevitt on (301) 415-6027. The alternate is Rita Hopkins on (301) 415-1739.						

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		204,989.52	17(h) TOTAL (Cont. pages)	
	21. MAIL INVOICE TO:								
	a. NAME U.S. Nuclear Regulatory Commission Division of Contracts							20,130.00	17(i) GRAND TOTAL
	b. STREET ADDRESS (or P.O. Box) Attn: NRC-10-07-414/NSIF-001								
c. CITY Washington		d. STATE DC		e. ZIP CODE 20555					

UNITED STATES OF AMERICA
BY (Signature)

Sharon McDevitt

23. NAME (Typed)

Shariene McDevitt
Contracting Officer

TITLE: CONTRACTING/ORDERING OFFICER

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**SCOPE OF WORK
TASK ORDER FOR OFFICE OF INTERNATIONAL PROGRAMS**

In accordance with Section C.3, 52.216-18 Ordering Clause and Section B.1 Statement of Work under contract number NRC-10-07-414, the contractor shall provide the onsite office support services for Office of International Programs as follows:

<i>Item No.</i>	<i>Type of Support</i>	<i>Short Term Assignment</i>	<i>Long Term Assignment</i>	<i>Estimated Hrs</i>	<i>Hourly Rate</i>	<i>Amount</i>
0001AA	Basic Services					
0001AB	Overtime Basic Services					
0001AC	Advanced Services	* 1		(b)(4)	(b)(4)	\$22,153.12
0001AD	Overtime Advanced Services	* 1		(b)(4)	(b)(4)	\$ 2,836.40
TOTAL ESTIMATED CEILING						\$24,989.52

* Note: Includes (b)(4) hours for this delivery order and (b)(4) hours available to fund through FY 2008.

Use the 240 days maximum allowable per person for short term so you will not have to go back and add hours later. LONGTERM must be ever six months of effort. If you do not know for sure, then it would be better to go with one year for the long term to match with the period of performance for the overall task order.

Period of Performance

The Task Order shall be in effect from the date of this Task Order through one year.

SPECIFIC OFFICE REQUIREMENT/NEEDS

Incumbents will perform a variety of RES-specific tasks, including, but not limited to, typing documents requiring specific ADAMS knowledge, word processing experience and other advanced skills in order to create and edit documents, charts, tables, presentations, etc. Additionally, incumbents will perform other secretarial duties involving various RES and NRC-specific processes and procedures related to time and attendance, travel, and correspondence processing.

ROLES AND RESPONSIBILITES

Attachment A, B, and C are hereby provided In order to assist the NRC offices to understand the roles and responsibilities of the NRC Project Officer, NRC Task Order Manager, and the On-Site Project Manager for Phacil.

CONSIDERATION AND OBLIGATION--TASK ORDERS (JUN 1988)

(a) The total estimated amount of this task order (ceiling) for the products/services ordered, delivered, and accepted under this contract is ~~\$20,130~~ ^{\$24,989.52^{KR}}. The Contracting Officer may unilaterally increase this amount as necessary for orders to be placed with the contractor during the contract period provided such orders are within any maximum ordering limitation prescribed under this contract.

(b) The amount presently obligated with respect to this Task Order is ~~\$24,989.52~~ ^{\$20,130²¹⁵}. The Contracting Officer may issue delivery orders for work up to the amount presently obligated. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this task order. The obligated amount shall, at no time, exceed the contract ceiling as specified in paragraph a above. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this task order. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk.

POINTS OF CONTACT:

Your contacts during the course of this task order are:

Project Officer: Catherine Blakeney
(301) 415-1491

Task Order Manager(s): OIP Task Order Manager - *Jean McDevitt*
(301) 415- 6027

Contractual Matters: Sharlene M. McCubbin
Contract Specialist
(301) 415- 6565

And
Robin T. Barnes
Contract Specialist
(301) 415- 5578

OPTION TO EXTEND THE TERM OF THIS TASK ORDER

The subject task order term will be extended by the Government unilaterally should the government exercise its option under the basic contract, unless provided otherwise in writing to the contractor. The total duration of this task order, including the exercise of any options under the basic contract, shall not exceed five years.