

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NO. OIS-12-096 OIS-12-078		PAGE 1 OF <b>14</b>	
2. CONTRACT NO. <b>NRC-HQ-11-C-33-0060</b>		3. AWARD/EFFECTIVE DATE		4. ORDER NO. <b>NRC-HQ-12-T-33-0009</b>		5. SOLICITATION NUMBER	
7. FOR SOLICITATION INFORMATION CALL:		a. NAME		b. TELEPHONE NO. (No Collect Calls)		8. OFFER DUE DATE/LOCAL TIME	
9. ISSUED BY U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Dominique Malone Mail Stop: TWB/ 1 A31M Washington, DC 20555		CODE <b>3100</b>		10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE _____ % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM NAICS: 541519 <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> ECONOMICALLY DISADVANTAGED WOMEN-OWNED SMALL BUSINESS (EDWOSB) SIZE STANDARD: <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> (A)			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input checked="" type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS		13a. THIS CONTRACT IS A RATED ORDER UNDER OPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING N/A	
15. DELIVER TO U.S. Nuclear Regulatory Commission  Washington DC 20555		CODE		16. ADMINISTERED BY U.S. Nuclear Regulatory Commission Div. of Contracts Mail Stop: TWB-01-B10M  Washington, DC 20555		CODE <b>3100</b>	
17a. CONTRACTOR/OFFEROR LOCKHEED MARTIN SERVICES, INC.  700 N FREDERICK AVE GAITHERSBURG MD 208793328 TELEPHONE NO.		CODE		18a. PAYMENT WILL BE MADE BY Department of Interior / NBC NRCPAYMENTS_NBCDENVER@nbc.gov Attn: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue Denver CO 80235-2230  PHONE: FAX:		CODE <b>3100</b>	
17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>		FACILITY CODE		18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.		20. See CONTINUATION Page SCHEDULE OF SUPPLIES/SERVICES		21. QUANTITY		22. UNIT	
		23. UNIT PRICE		24. AMOUNT			
		Task Order 09, Verizon Notification System This is a labor-hour task order.  Contractor Rep: Jeffery Funk Phone: 301-519-5808 Email: Jeffery.W.Funk@lmco.com  COR: Michael Williams Total Obligated Amount: \$16,000 Total Contract Ceiling: \$68,158.42 Period of Performance: 03/16/2012 - 09/25/2012  (Use Reverse and/or Attach Additional Sheets as Necessary)					
25. ACCOUNTING AND APPROPRIATION DATA See CONTINUATION Page Appr: 31X0200.211 NAICS: 541519, JCN: J1144, B&R: 2012-10-51-J-144 obligate: \$16,000 FAHIS: 120910, DUNS:145969783				28. TOTAL AWARD AMOUNT (For Govt. Use Only) Total Award Amount (Ceiling): \$68,158.42 Current Obligation: \$16,000			
27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.				27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4 FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.			
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 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. _____ OFFER DATED _____ YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR <i>Jeffery W. Funk</i>				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) <i>Dominique C. Malone</i>			
30b. NAME AND TITLE OF SIGNER (TYPE OR PRINT) Jeffery W. Funk Contract Mgr.		30c. DATE SIGNED 3/15/2012		31b. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) Dominique Malone Warrant Number 172		31c. DATE SIGNED 3-15-2012	

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TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

MAR 22 2012

ADM002

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**PART I**

**SECTION B - SUPPLIES OR SERVICES AND PRICE/COSTS**

**B.1 Contract Type**

The contract type for this task order is Labor-Hours.

**B.2 Period of Performance**

Base Period - March 12, 2012 - September 25, 2012

Option Period I - September 26, 2012 to September 25, 2013

**B.3 Cost/Price**

See section J-1.

**B.4 Consideration and Obligation-Time and Materials Contract (August 2011)**

(a) Currently, the ceiling price to the Government for full performance under this contract is \$68,158.42

(b) The contract includes: (1) direct labor hours at specified fixed hourly rates, inclusive of wages, fringe, overhead, general and administrative expenses, and profit; and (2) cost of materials totaling \$0.00.

(c) The amount presently obligated by the Government with respect to this contract is \$16,000.

(d) This is an incrementally-funded contract and FAR 52.232-22 - "Limitation of Funds" applies.

**SECTION C - PERFORMANCE WORK STATEMENT****C.1 Background**

In May of 2009 the Office of Personnel Management issued a guideline for Federal government agencies called "Planning for Pandemic Influenza" which calls for the establishment of a pandemic plan and associated communication methods to notify employees in the case of a pandemic situation. In the case where a pandemic is declared, the agencies will implement this plan to ensure the staff and contractors are aware of the situation and are notified of the options they have available for more information and how to respond to work. Planning for a flu response will help continue and strengthen efforts to protect the federal workforce and ensure continuity of operations. Planning can help minimize disruption to government activities, protect employees' health and safety, and limit the negative impact to the community, economy, and society.

The Office of Information Services (OIS) develops, operates and maintains the United States Nuclear Regulatory Commission's (USNRC) network and computing infrastructure. As a result of the USNRC's pandemic planning activities in association with OPM's guidelines, the agency acquired an externally hosted notification service called Verizon Notification Services (VNS) through our Verizon Business Services (VBS) contract. To interface with this externally hosted VNS service, an internal SOAP web page was designed in Adobe ColdFusion that allows NRC staff and contractors to use their USNRC network credentials to verify and update their contact information in the VNS system.

The VNS service is an externally hosted, highly available enterprise service for distributing time-sensitive information to multiple recipients on any communications device. For unplanned events of varying urgency, VNS is an ideal tool to facilitate response team activation, employee roll call and more, while communications-enabling existing business continuity processes and drills. When the agency sends an emergency notification, the VNS application queries the database to determine appropriate recipients, along with their delivery method and schedule preferences. That information is then sent to the distribution platform for delivery. Senders can also choose to send a message to all of the recipients who have subscribed to a particular event, or to a subset of subscribed recipients using a user identifier, e.g., account number, zip code, etc. For example, a power outage notification can be sent to a subset of recipients who live in a certain zip code where the power outage occurred. Additionally, you can customize which devices to use by event type. For example, an employee can subscribe to virus alert and receive the message on a wireless phone and via email.

The USNRC has a critical requirement to obtain ColdFusion web development services to maintain and further develop the custom internal web page using the standard web SOAP (Simple Object Access

Protocol) protocol, ColdFusion and a Sybase database. The functionality of the VNS service from Verizon is exposed over the web through the standard web protocol SOAP (Simple Object Access Protocol) and the WSDL (Web Services Description Language). The existing custom developed internal web page was created in ColdFusion and uses the SOAP protocol to communicate with Verizon's service over the internet.

## C.2 Scope of Work

Work will begin under this task order upon the Contractor receiving a change request from the Task Order Contracting Officer Representative through the NRC's IBM Rational Tools Suite.

The objective of this contract is further develop and maintain a custom web service using the standard web SOAP protocol following the NRC's Project Management Methodology (PMM) and NRC web application standards. This will require coordination with OIS, several USNRC program offices, and the vendor (Verizon) to ensure that all of the requirements for the web interface are captured and implemented on the web page.

## C.3 Specific Tasks

The contractor shall provide resources to support the Verizon Notification Service development team which includes:

- (a) Participating in regular meetings/discussions at the request of the NRC Contracting Officer's Representative (COR) and/ or designated approving authority with the Verizon Notification Service team to gather additional requirements for the interface. At a minimum, there will be one system review meeting conducted per quarter throughout the life of the contract that must be attended by the contractor. The contractor may be requested by the COR to document/produce minutes of these meetings..
- (b) Designing, developing, and maintaining a custom web service for displaying the employee information and allowing the employee to update the information.
- (c) The internal source of the information in the user web interface will be mandatory read-only data obtained from the agency's Microsoft Active Directory environment. Examples of this type of information include: First Name, Last Name, Position, Building, Floor, Room, Mail Stop, Office, LAN ID, Office Email Address, Office Telephone Number, Office BlackBerry Telephone Number, and Organization.
- (d) The external source of the information in the user web interface will be voluntary read/write data hosted at the Verizon Business Services site. Examples of this type of information include: Personal Telephone Number, Personal Cellular Telephone

Number, Personal Email Address, Personal Alternate Email Address, and Personal SMS Address.

- (e) Utilizing the web application standard modules, where possible, from the Rational ClearCase ISHARE VOB.
- (f) Writing the application code based on the USNRC web application standards.
- (g) Utilizing approved web application software (unless otherwise directed or approved by the NRC project officer) in conjunction with a Sybase database to design, develop and implement the VNS solution within the web application environment at NRC.
- (h) Source code and PMM artifacts shall be deployed to the Rational VOB assigned the development project specified within the task order.

#### **C.4 Schedule of Deliverables**

Deliverables shall be scheduled for completion by the following phases.

- The first 30 days of the task order, the contractor will be reviewing the existing production web page, gathering additional requirements, making changes to the page as requested by NRC COR and/ or designated approving authority, and working to improve performance.
- The remaining time on the contract will be working on change requests, developing quarterly new releases (as necessary), and supporting maintenance and operations of the web page.

In addition, the contractor shall provide the NRC COR and/ or designated approving authority with a project management plan that includes a detailed staffing plan and schedule showing how the contractor and NRC resources will be expended to meet the project requirements. The plan shall specify, at a minimum, the milestones, start/end dates for each activity, and their dependencies, deliverables, resources required, and assigned to fulfill the task order requirements.

Each deliverable shall first be submitted in draft for NRC review. The NRC shall have 5 working days to review each draft deliverable and respond with comments or approval. Upon approval by NRC of the original draft or the corrected draft, the deliverable shall be delivered in final form to the Contracting Officer Representative and NRC Contracting Officer. For each deliverable (draft or final), the Contractor shall provide one (1) hard copy and one (1) electronic

version of the deliverable to the NRC Contracting Officer Representative, unless otherwise indicated.

#### **C.4.1 Kick-Off Meeting**

Kick-Off meeting will be held at NRC facilities in Rockville, Maryland to introduce the NRC IDIQ COR, Task Order COR and the NRC Contracting Officer Representative for each of the tasks orders.

All written deliverables shall be phrased in language that can be understood by the non-technical layperson. Statistical and other technical terms used in the deliverable shall be defined in a glossary. The NRC Contracting Officer Representative will complete a review of each submitted deliverable within 10 business days from date of receipt.

#### **C.4.2 Monthly Progress Reports**

The contractor shall provide a Monthly Status Report to the NRC Project Officer and the NRC Contracting Officer by the 15th of each month. The report shall contain each of the following: the contract number; the period covered by the report; a summary of work performed during the reporting period by each individual assigned to work on the project along with the number of hours worked, including appropriate statistics and plans for the next reporting period; problems encountered and the proposed corrective action, and a status of expenditures for the reporting period, cumulative expenditures to date, funds obligated to date, and balance of funds required remaining.

#### **C.4.3 Place of Delivery-Reports**

The items to be furnished hereunder shall be delivered, with all charges paid by the Contractor, to:

Name: Contracting Officer's Representative (COR) (1 copy)  
Address: U.S. Nuclear Regulatory Commission  
Mail Stop T-6C30  
Washington, DC 20555

Name: Contracting Officer (1 copy)  
Address: U.S. Nuclear Regulatory Commission  
Mail Stop T-7I2  
Washington, DC 20555

#### **C.4.4 Schedule of Deliverables**

The minimum deliverables and due dates for each task order are summarized in the table below. Deliverable due dates are based on workdays.

<u>Item No.</u>	<u>Deliverable Description</u>	<u>Deliverable Due Date</u>
-----------------	--------------------------------	-----------------------------

1	Deliver Project Management Plan	1 week after Kick-Off Meeting
2	Monthly Progress Reports	Monthly
3	Deploy Source Code	First Quarter Release
4	Deploy Source Code	Second Quarter Release
5	Deploy Source Code	Third Quarter Release
6	Deploy Source Code	Fourth Quarter Release

#### **C.4.5 Instructions for Deliverables**

Deliverables shall be delivered on the dates specified above in Subsection 4.4. Each Deliverable shall first be submitted in a draft to the NRC Project Manager for agency review. Within 5 business days of receipt, the NRC Project Manager will review the draft deliverable and provide written comments and/or changes to the Contractor. The Contractor shall incorporate any necessary comments/changes within 5 working days of receipt, and return to the NRC Project Manager for review and acceptance. Within 5 working days after acceptance of the draft deliverable, the contractor shall provide the NRC Project Manager with one electronic copy and one hard copy of the deliverable in final format.

All written deliverables, in both draft and final form, shall be submitted as one electronic copy and one hard copy. The format for the deliverables is specified in Section 4.

If, for any reason, a deliverable cannot be delivered within the scheduled timeframe, the Contractor shall notify the NRC Project Manager in writing.

#### **C.5 Place of Performance**

The contractor shall complete most of the work associated with this contract at the Contractor's own facilities with periodic visits to NRC Headquarters at 11555 Rockville Pike, Rockville, MD 20852. Travel to other locations will not be required. Efforts should be taken to take advantage of conference call and video conferencing capabilities where appropriate. However, periodic meetings with the NRC COR and/or designated approving authority task manager and/or customers to gather and refine requirements, demonstrate application prototypes or builds, deploy source code and PMM artifacts to the project's Rational VOB, or provide status on the task order may be required. For estimating purposes, it is anticipated that these meetings will occur no more than twice every month for a maximum of 90 minutes each.

#### **C.6 Government-Furnished Property, Data and/or Information**

None.



**C.7 Expertise/Skills**

The contractor must have knowledge of web applications to perform any required analysis and to provide useful final products, with minimal input from OIS staff and without the need for additional training.

The Contractor shall provide personnel shall be proficient in the following skills:

- (a) Certification in a web application software is desired; primary focus specific to experience in using Microsoft .NET, Java J2EE, and CFML (ColdFusion Markup Language) with ColdFusion 8 server or higher demonstrated in prior assignments.
- (b) Experience in developing and creating web services demonstrated in prior assignments.
- (c) Experience in developing flexible, reusable code modules demonstrated in prior assignments.
- (d) Experience in using Cascading Style Sheets level 2 (CSS2) or better demonstrated in prior assignments.
- (e) Experience in using XML (Extensible Markup Language) 1.0 or better demonstrated in prior assignments.
- (f) Work experience in a Windows 32 bit operating environment (Windows 2003 or higher) or a Sun/ Solaris environment (version 8 or higher) demonstrated in prior assignments.
- (g) Experience with using relational databases. Primary focus should with Sybase or MS SQL Server 2005 or greater. This includes creating database tables and indexes using the Data Definition Language (DDL) and writing complex queries based on the Structured Query Language (SQL).
- (h) Experience in writing stored procedures against databases. Primary focus should be Sybase or MS SQL Server 2005 databases demonstrated in prior assignments.
- (i) Knowledge of Rational Rose, ClearCase, RequisitePro and ClearQuest.
- (j) Excellent communications and interpersonal skills.

**C.8 Additional Contractor Responsibilities**

In addition to the above, the contractor shall comply with and enforce all regulations, orders, policies, and/or procedures issued as directives or memoranda by the NRC and its Contracting Officer, Technical Representative or designee. The contractor shall ensure

that all internal NRC data provided by the NRC is protected from disclosure to individuals who have not been cleared for access to NRC internal IT systems. The contractor takes full responsibility for the use and protection of NRC data in the contractor's possession. All elements, including hardware and software licenses required for development and on-going maintenance shall be proposed as part of the cost of this contract order, if not specifically furnished by NRC. All source code/objects developed for the task order shall be delivered and loaded in the application's Rational ClearCase VOB repository at the NRC.

**C.9 Project Management Methodology**

The contractor shall comply with Management Directive (MD) 2.8, Project Management Methodology, in performing the requirements of this task order. See [http://www.internal.nrc.gov/ADM/DAS/cag/Management\\_Directives/md2.8.pdf](http://www.internal.nrc.gov/ADM/DAS/cag/Management_Directives/md2.8.pdf).

**C.10 Documentation**

The contractor shall provide system documentation in accordance with NRC Management Directive (MD) 2.8, Project Management Methodology. The Task Order COR will provide the contractor with guidance on the required content of the documentation. Documents shall be updated according to the configuration management methodology approved by the Task Order COR. The contractor shall store all documentation in the IBM Rational tools within the time frame specified by the Task Order COR. All documents developed shall become the property of NRC.

**C.11 Expertise/Skills/Training**

The contractor shall ensure that its personnel that work on this task order are appropriately qualified in the technologies and commercial products identified in the NRC's Technical Reference Model (TRM) which is accessible at <http://portal.nrc.gov/edo/ois/bpiad/EASB/TRM/default.aspx>. Training that is needed by the contractor's personnel on the technologies and commercial products identified in the NRC's Technical Reference Model (TRM) shall be at the expense of the contractor.

**C.12 Productive Labor Hours**

ADDENDUM TO PARAGRAPH (i) OF CLAUSE 52.212-4 ALTERNATE I

The contractor may submit invoices to the Government only for "productive labor hours." "Productive labor hours" are defined as those hours expended by the contractor in performing requirements under a task order and are directly related to an NRC-issued change request that is issued to the contractor through NRC's IBM Rational tools suite. Requests for operational support from NRC task orders under this contract will be issued to the contractor via change

requests in NRC's IBM Rational tools suite and will include a ceiling number of contractor productive labor hours within a given period (e.g., 10 productive labor hours between 8:00 a.m. and 7:00 p.m.) If the contractor finds the number of productive labor hours in the change request to be unrealistically low, then the contractor shall inform the Task Order COR within a reasonable time after receiving the change request and should provide a written ceiling estimate for the Task Order COR to consider. If the Task Order COR agrees with the contractor's written ceiling estimate, then the Task Order COR would make the change in IBM Rational tools suite or request that a person with access to the system make that change. The Government may not reimburse the contractor for any invoiced productive labor hours that are not directly related to a NRC issued change request and/or exceed the number of hours included in the applicable change request.

**C.13 Project Management Methodology**

The contractor shall comply with Management Directive (MD) 2.8, Project Management Methodology, in performing the requirements of this task order. See [http://www.internal.nrc.gov/ADM/DAS/cag/Management\\_Directives/md2.8.pdf](http://www.internal.nrc.gov/ADM/DAS/cag/Management_Directives/md2.8.pdf).

**C.14 Documentation**

The contractor shall provide system documentation in accordance with NRC Management Directive (MD) 2.8, Project Management Methodology. The Task Order COR will provide the contractor with guidance on the required content of the documentation. Documents shall be updated according to the configuration management methodology approved by the Task Order COR. The contractor shall store all documentation in the IBM Rational tools within the time frame specified by the Task Order COR. All documents developed shall become the property of NRC.

**C.15 Expertise/Skills/Training**

The contractor shall ensure that its personnel that work on this task order are appropriately qualified in the technologies and commercial products identified in the NRC's Technical Reference Model (TRM) which is accessible at <http://portal.nrc.gov/edo/ois/bpiad/EASB/TRM/default.aspx>." Training that is needed by the contractor's personnel on the technologies and commercial products identified in the NRC's Technical Reference Model (TRM) shall be at the expense of the contractor.

**SECTION D - PACKAGING AND MARKING****SECTION E - INSPECTION AND ACCEPTANCE**

See base contract

**SECTION F - DELIVERIES OR PERFORMANCE**

See base contract

**SECTION G - CONTRACT ADMINISTRATION DATA****G.1 Task Order Contracting Officer's Representative**

(a) The Task Order COR for this task order contract is:

Mike Williams  
Office: Office of Information Systems (OIS)  
Mailstop: TWFN/ 5 D14  
Washington, DC 20555-0001  
Phone: 301-415-7827  
Email: Menelik.Yimam@nrc.gov

(b) Performance of the work under this task order contract is subject to the technical direction of the NRC Task Order COR. The term "technical direction" is defined to include the following:

- i. Technical direction to the contractor which shifts work emphasis between areas of work or tasks, authorizes travel which was unanticipated in the Schedule (i.e., travel not contemplated in the Performance Work Statement (PWS) or changes to specific travel identified in the PWS), fills in details, or otherwise serves to accomplish the contractual PWS.
- ii. Provide advice and guidance to the contractor in the preparation of drawings, specifications, or technical portions of the work description.
- iii. Review and, where required by the task order contract, approval of technical reports, drawings, specifications, and technical information to be delivered by the contractor to the Government under the contract.

(c) Technical direction must be within the general statement of work stated in the task order contract. The Task Order COR does not have the authority to and may not issue any technical direction which:

- i. Constitutes an assignment of work outside the general scope of the contract.
- ii. Constitutes a change as defined in the "Changes" clause of this contract.

- iii. In any way causes an increase or decrease in the total estimated contract cost, the fixed fee, if any, or the time required for contract performance.
  - iv. Changes any of the expressed terms, conditions, or specifications of the contract.
  - v. Terminates the contract, settles any claim or dispute arising under the contract, or issues any unilateral directive whatever.
- (d) Technical directions must be issued in writing by the Task Order COR or must be confirmed by the Task Order COR in writing within ten (10) working days after verbal issuance.
- (e) The contractor shall proceed promptly with the performance of technical directions duly issued by the Task Order COR in the manner prescribed by this clause and within the Task Order COR's authority under the provisions of this clause.
- (f) If, in the opinion of the contractor, any instruction or direction issued by the Task Order COR is within one of the categories as defined in paragraph (c) of this section, the contractor may not proceed but shall notify the Contracting Officer in writing within five (5) working days after the receipt of any instruction or direction and shall request the Contracting Officer to modify the contract accordingly. Upon receiving the notification from the contractor, the Contracting Officer shall issue an appropriate contract modification or advise the contractor in writing that, in the Contracting Officer's opinion, the technical direction is within the scope of this article and does not constitute a change under the "Changes" clause.
- (g) Any unauthorized commitment or direction issued by the Task Order COR may result in an unnecessary delay in the contractor's performance and may even result in the contractor expending funds for unallowable costs under the contract.
- (h) A failure of the parties to agree upon the nature of the instruction or direction or upon the contract action to be taken with respect thereto is subject to 52.233-1, Disputes.
- (i) In addition to providing technical direction as defined in paragraph (b) of the section, the Task Order COR shall:
- a. Monitor the contractor's technical progress, including surveillance and assessment of performance, and recommend to the Contracting Officer changes in requirements.
  - b. Assist the contractor in the resolution of technical problems encountered during performance.

- c. Review all costs requested for reimbursement by the contractor and submit to the Contracting Officer recommendations for approval, disapproval, or suspension of payment for supplies and services required under this contract.
- d. Assist the contractor in obtaining the badges for the contractor personnel.
- e. Immediately notify the Security Branch, Division of Facilities and Security (SB/DFS) (via e-mail) when a contractor employee no longer requires access authorization and return of any NRC issued badge to SB/DFS within three days after their termination.
- f. Ensure that all contractor employees that require access to classified Restricted Data or National Security Information or matter, access to sensitive unclassified information (Safeguards, Official Use Only, and Proprietary information) access to sensitive IT systems or data, unescorted access to NRC controlled buildings/space, or unescorted access to protected and vital areas of nuclear power plants receive approval of SB/DFS prior to access in accordance with Management Directive and Handbook 12.3.
- g. For contracts for the design, development, maintenance or operation of Privacy Act Systems of Records, obtain from the contractor as part of closeout procedures, written certification that the contractor has returned to NRC, transferred to the successor contractor, or destroyed at the end of the contract in accordance with instructions provided by the NRC Systems Manager for Privacy Act Systems of Records, all records (electronic or paper) which were created, compiled, obtained or maintained under the contract.

**SECTION H - SPECIAL CONTRACT REQUIREMENTS**

See base contract

**PART II****SECTION I CONTRACT CLAUSES**

See base contract for clauses that apply to this task order.

**SECTION J TASK ORDER ATTACHMENTS**

J-1 Price/Cost Schedule