

ORDER - JR SUPPLIES OR SERVICES

PAGE OF PAGES

1 17

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

1. DATE OF ORDER 08/27/2015		2. CONTRACT NO. (If any) NRC-HQ-10-15-A-0002		6. SHIP TO: a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission-	
3. ORDER NO. NRC-HQ-10-15-O-0001		4. REQUISITION/REFERENCE NO. See Schedule		b. STREET ADDRESS Mail Processing Center 4930 Boiling Brook Parkway	
5. ISSUING OFFICE (Address correspondence to) U.S. NRC - HQ Acquisition Management Division Mail Stop: TWFN-5E03 Washington DC 20555-0001				c. CITY Rockville	
				d. STATE MD	
				e. ZIP CODE 20852	
7. TO: a. NAME OF CONTRACTOR NORTHRAMP LLC				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 1818 Library Street Suite 500				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY REFERENCE YOUR: Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated.	
d. CITY RESTON		e. STATE VA	f. ZIP CODE 20190-6274		
9. ACCOUNTING AND APPROPRIATION DATA See Schedule				10. REQUISITIONING OFFICE Office of Information Services	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))					
<input checked="" type="checkbox"/> a. SMALL <input type="checkbox"/> b. OTHER THAN SMALL <input checked="" type="checkbox"/> c. DISADVANTAGED <input checked="" type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. SERVICE-DISABLED VETERAN-OWNED <input type="checkbox"/> g. WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOSB PROGRAM <input type="checkbox"/> h. EDWOSB					
12. F.O.B. POINT					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) Multiple	
a. INSPECTION Destination		b. ACCEPTANCE Destination		16. DISCOUNT TERMS	

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)
	GSA Contract #: GS35F496BA Information Technology Solutions - Integrated Program and Project Support (ITS-IPPS) - Office of Information Systems Period of Performance: 08/27/2015 to 05/27/2016					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
21. MAIL INVOICE TO:						
a. NAME U.S. Nuclear Regulatory Commission						\$0.00
b. STREET ADDRESS (or P.O. Box) One White Flint North 11555 Rockville Pike Mailstop O3-E17A NRCPayments@nrc.gov						\$10,562,662.44
c. CITY Rockville		d. STATE MD	e. ZIP CODE 20852-2738			

22. UNITED STATES OF AMERICA BY (Signature) 08/27/2015 <i>Kala Shankar</i>		23. NAME (Typed) KALA SHANKAR TITLE: CONTRACTING/ORDERING OFFICER	
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OPTIONAL FORM 347 (Rev. 2/2012)
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TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 18 2015

ADM002

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ADDITIONAL TERMS AND CONDITIONS

1. CONTRACTOR ACCEPTANCE OF TASK ORDER

Acceptance of this task order should be made by an official authorized to bind your organization. Please sign one copy of this document in the space provided and return it via email to the Contracting Officer.

Accepted Task Order:

Shilpa Arora, Managing Director		08/27/2015
Printed Name & Title	Signature	Date

2. NRCB010 BRIEF PROJECT TITLE AND WORK DESCRIPTION

(a) The title of this project is: Information Technology Solutions – Integrated Program and Project Support (ITS-IPPS) – Office of Information Systems"

(b) Summary work description: ITS-IPPS is intended to provide OIS with a broad range of information technology and information management services. These services will provide OIS with support for implementing key IT/IM Federal statutes and policies including the Clinger Cohen Act, Government Performance Results Act, Paperwork Reduction Act, Federal Information Security Management Act, and OMB Circulars.

The proposed task order includes core IT/IM services including policy, planning, information security, investment management, enterprise architecture, IT architecture, program and project management support.

3. NRCB050 CONSIDERATION AND OBLIGATION-TASK ORDERS

(a) The ceiling of this order for services is \$2,037,830.85.

(b) This order is subject to the minimum and maximum ordering requirements set forth in the contract.

(c) The amount presently obligated with respect to this order is \$1,054,593.00. The obligated amount shall, at no time, exceed the order 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 order, in accordance with FAR Part 43 - Modifications. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk and may not be reimbursed by the Government.

(d) The Contractor shall comply with the provisions of FAR 52.232-22 - Limitation of Funds, for incrementally-funded delivery orders or task orders.

4. NRCF030B PERIOD OF PERFORMANCE ALTERNATE

This contract shall commence on award date and will expire on May 27, 2016. The term of this contract may be extended at the option of the Government for an additional four optional periods, from May 27, 2016 to May 27, 2020.

Base Period: Award date to May 27, 2016

Option Period(s):

Option Period 1: May 28, 2016 to May 27, 2017

Option Period 2: May 28, 2017 to May 27, 2018

Option Period 3: May 28, 2018 to May 27, 2019

Option Period 4: May 28, 2019 to May 27, 2020

5. NRCF010 PLACE OF DELIVERY-REPORTS

The items to be furnished hereunder shall be delivered, electronically via email to:

- a. The Contracting Officer Representative (COR) (1 electronic copy)
- b. The Contracting Officer (CO)

6. 2052.215-70 KEY PERSONNEL. (JAN 1993)

- (a) The following individuals are considered to be essential to the successful performance of the work hereunder:

IT Project Manager - Shilpa Arora
Senior Management Analyst - Elizabeth Koehler
Senior Systems Analyst - Patrick Chapman
Senior Information Assurance Analyst - Anupam Chatterjee
Sr. Enterprise Architect - Kenneth Nehring

*The contractor agrees that personnel may not be removed from the contract work or replaced without compliance with paragraphs (b) and (c) of this section.

(b) If one or more of the key personnel, for whatever reason, becomes, or is expected to become, unavailable for work under this contract for a continuous period exceeding 30 work days, or is expected to devote substantially less effort to the work than indicated in the proposal or initially anticipated, the contractor shall immediately notify the contracting officer and shall, subject to the concurrence of the contracting officer, promptly replace the personnel with personnel of at least substantially equal ability and qualifications.

(c) Each request for approval of substitutions must be in writing and contain a detailed explanation of the circumstances necessitating the proposed substitutions. The request must also contain a complete resume for the proposed substitute and other information requested or needed by the contracting officer to evaluate the proposed substitution. The contracting officer and the project officer shall evaluate the contractor's request and the contracting officer shall promptly notify the contractor of his or her decision in writing.

(d) If the contracting officer determines that suitable and timely replacement of key personnel who have been reassigned, terminated, or have otherwise become unavailable for the contract work is not reasonably forthcoming, or that the resultant reduction of productive effort would be so substantial as to impair the successful completion of the

contract or the service order, the contract may be terminated by the contracting officer for default or for the convenience of the Government, as appropriate. If the contracting officer finds the contractor at fault for the condition, the contract price or fixed fee may be equitably adjusted downward to compensate the Government for any resultant delay, loss, or damage.

7. 2052.215-71 PROJECT OFFICER AUTHORITY. (OCT 1999)

(a) The contracting officer's authorized representative hereinafter referred to as the project officer for this contract is:

Name: Eric Brusoe
Address: US NRC, Mail Stop: O6 E7A, Washington DC 20555
Email: eric.brusoe@nrc.gov
Telephone Number: 301-415-5053

(b) Performance of the work under this contract is subject to the technical direction of the NRC project officer. The term technical direction is defined to include the following:

(1) 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 Statement of Work or changes to specific travel identified in the Statement of Work), fills in details, or otherwise serves to accomplish the contractual statement of work.

(2) Provide advice and guidance to the contractor in the preparation of drawings, specifications, or technical portions of the work description.

(3) Review and, where required by the contract, approve 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 contract. The project officer does not have the authority to and may not issue any technical direction which:

(1) Constitutes an assignment of work outside the general scope of the contract.

(2) Constitutes a change as defined in the "Changes" clause of this contract.

(3) 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.

(4) Changes any of the expressed terms, conditions, or specifications of the contract.

(5) Terminates the contract, settles any claim or dispute arising under the contract, or issues any unilateral directive whatever.

(d) All technical directions must be issued in writing by the project officer or must be confirmed by the project officer in writing within ten (10) working days after verbal issuance. A copy of the written direction must be furnished to the contracting officer. A

copy of NRC Form 445, Request for Approval of Official Foreign Travel, which has received final approval from the NRC must be furnished to the contracting officer.

(e) The contractor shall proceed promptly with the performance of technical directions duly issued by the project officer in the manner prescribed by this clause and within the project officer's authority under the provisions of this clause.

(f) If, in the opinion of the contractor, any instruction or direction issued by the project officer is within one of the categories 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 that 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 project officer 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 to the instruction or direction is subject to 52.233-1 - Disputes.

(i) In addition to providing technical direction as defined in paragraph (b) of the section, the project officer shall:

- (1) Monitor the contractor's technical progress, including surveillance and assessment of performance, and recommend to the contracting officer changes in requirements.
- (2) Assist the contractor in the resolution of technical problems encountered during performance.
- (3) 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.

8. NRCH490 AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS

(a) All offerors will receive preaward and postaward notices in accordance with FAR 15.503.

(b) It is also brought to your attention that the contracting officer is the only individual who can legally obligate funds or commit the NRC to the expenditure of public funds in connection with this procurement. This means that unless provided in a contract document or specifically authorized by the contracting officer, NRC technical personnel may not issue contract modifications, give formal contractual commitments, or otherwise bind, commit, or obligate the NRC contractually. Informal unauthorized commitments, which do not obligate the NRC and do not entitle the contractor to payment, may include:

- (1) Encouraging a potential contractor to incur costs prior to receiving a contract;
- (2) Requesting or requiring a contractor to make changes under a contract without formal contract modifications;
- (3) Encouraging a contractor to incur costs under a cost-reimbursable contract in excess of those costs contractually allowable; and
- (4) Committing the Government to a course of action with regard to a potential contract, contract change, claim, or dispute.

9. 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT.

As prescribed in 17.208(g), insert a clause substantially the same as the following:

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 10 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 10 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 May 27, 2020.

(End of clause)

TASK ORDER PERFORMANCE WORK STATEMENT (PWS)

1. PROJECT TITLE

Information Technology Solutions – Integrated Program and Project Support for NRC's Office of Information Services (OIS)

2. BACKGROUND/INTRODUCTION

ITS-IPPS provides core IT/IM services related to policy, planning, information security, investment management, enterprise architecture, IT architecture, and program and project management to NRC's Office of Information Services (OIS).

3. SCOPE

ITS-IPPS is intended to provide OIS with a broad range of information technology and information management services. These services will provide OIS with support for implementing key IT/IM Federal statutes and policies including the Clinger Cohen Act, Government Performance Results Act, Paperwork Reduction Act, Federal Information Security Management Act, and OMB Circulars.

The proposed task order includes core IT/IM services including policy, planning, information security, investment management, enterprise architecture, IT architecture, program and project management support.

4. PERFORMANCE REQUIREMENTS

Task 1 - Policy

The Clinger Cohen Act, Paperwork Reduction Act, Federal Information Security Management Act, and other Federal IT/IM statutes, policies, and executive orders require NRC and other Federal CIOs to establish and implement policies, plans, and controls to ensure the effective management of Federal information technology resources. The Contractor shall provide services to support compliance with these and other related statutory, regulatory, and policy requirements. The Contractor shall provide a broad range of technical and professional services to support OIS's IT/IM policy functions and operations at all levels of the organization and across all elements of this statement of work. This support may include, but may not be limited to:

- Analyzing, developing, maintaining, communicating, implementing, and evaluating IT/IM policies, procedures, standards, guidance and other related policy documents or tools;
- Providing support for managing policy program operations, including maintaining policy documents and plans, developing and maintaining standard operating procedures for the policy development process, creating templates for policy-related documents, and maintaining status information on existing OIS IT/IM policies;
- Identifying and analyzing policy drivers and gaps that will support program strategy development and recommendations for addressing them;

- Providing tools, advice, and assistance to support policy implementation;
- Monitoring compliance with IT/IM policies and measuring their effectiveness; and

The policy support described in this section covers OIS's IT/IM policies as well as support for NRC's involvement in cross-government policy initiatives.

Task 2 - Planning

The Paperwork Reduction Act requires Federal agencies to develop and maintain a strategic Information Resources Management (IRM) Plan that describes how IT/IM activities support the accomplishment of NRC missions. The Clinger-Cohen Act, as implemented in Federal policies and directives, requires agencies to develop and implement strategic and tactical IT/IM plans. OIS is seeking contractor support to strengthen its planning function and operations in areas of IT Capacity Planning and Green IT. The Contractor shall provide a broad range of technical and professional services to support NRC's IT capacity planning functions and operations. This support may include, but may not be limited to:

- Providing advice and assistance to support OIS in establishing and implementing an IT capacity planning function and operation;
- Developing, analyzing, and supporting the implementation of metrics and statistics for measuring and evaluating the usage, capacity, and performance of NRC's IT infrastructure, network, and IT assets;
- Scanning and analyzing research and authoritative information on future IT trends and directions, and providing advice on the potential issues and implications of these trends for OIS; and
- Conducting research and gathering data to develop and analyze IT planning scenarios, perform scenario and trend analysis, support the implementation or enhancement of existing OIS planning processes, and support the development and implementation of new planning processes.

The Contractor shall provide comprehensive Green IT planning, advice and assistance services to NRC information organizations and programs. This support may include but may not be limited to:

- Providing advice and assistance to OIS on developing and/or applying measures and metrics to support assessing NRC's IT/IM program from an environmental stewardship perspective;
- Supporting OIS in assessing the performance of the Agency's IT infrastructure and assets against Green IT measures and metrics; and
- Advising and assisting OIS and its programs in researching, planning, developing, and implementing Green IT initiatives, projects, and programs.

The Contractor also shall provide a broad range of technical and professional services to support NRC's IT/IM planning functions and operations in meeting legislative and policy

mandates. This support may include, but may not be limited to:

- Providing advice and assistance to support compliance with Federal and NRC IT/IM planning activities, policies or mandates – this may include analyzing, developing, maintaining, communicating, implementing, and evaluating NRC's IT/IM planning policies, procedures, standards, guidance, tools or other documents;
- Developing, maintaining and supporting the implementation of IT/IM strategic, tactical, performance, investment, architectural, business and other plans and planning processes; and
- Assessing the effectiveness of new and existing IT/IM plans, planning processes, and new technologies.

The Contractor shall be knowledgeable of and experienced in applying Federal and private sector IT/IM planning best practices. In researching, assessing, and planning for new technologies, the Contractor shall perform, obtain, and use long-term strategic technology assessments, projections, trend analyses, and the most-informed speculation available. The Contractor shall map out likely scenarios for technological advancement and analyze their impact upon the needs and capabilities of OIS to use information and information technology as a strategic tool and method.

Task 3 - Security

NRC's information security requirements are growing in response to new information security challenges and the ongoing requirements of Federal policies and statutes. OIS is continuing to build and strengthen its information security function and operations in response to these challenges with the goal of ensuring that NRC maintains a high level of compliance and performance. The Contractor shall provide a broad range of technical and professional information security support. This support may include, but may not be limited to:

- Supporting policy, planning and program development, management, implementation, evaluation, oversight, compliance, and outreach activities;
- Providing advice and assistance on compliance support issues and tasks, including but not limited to security planning, security testing and other related systems security support; and
- Provide advice and assistance on oversight issues and tasks, including support for program reviews, evaluations and audits.

All studies, analyses, testing or other support provided under this vehicle shall conform to applicable Federal, NIST, and NRC IT/IM security policies, procedures, and standards.

Task 4 - Investment Management Advice, Assistance, and Support

NRC requires support to maintain and mature its investment management functions and operations. The Contractor shall provide comprehensive investment planning and

management advice and assistance to support NRC's Capital Planning and Investment Control (CPIC) Program. The Contractor shall provide similar support throughout OIS to develop and maintain an internal investment management capability. The Contractor shall provide a broad range of technical and professional services in support of NRC's IT/IM investment management functions and operations. This support may include, but may not be limited to:

- Supporting the management and implementation of NRC's CPIC Program, including but not limited to:
 - Developing, revising, and maintaining policies, processes, procedures, practices, tools, and technologies to strengthen and improve the program;
 - Supporting the execution of all phases of NRC's CPIC process, including but not limited to, developing investment data calls, refining investment criteria, reviewing business cases, conducting portfolio analyses, supporting basic CPIC process management, providing material and assistance to support the executive committees that oversee the CPIC process, assisting with portfolio management tools and functionality (e.g. eCPIC), and providing advice and assistance to support customers in developing high quality business cases. This process support may also include tool support (e.g., eCPIC or other tools selected to implement or manage the CPIC Program); and
 - Supporting OIS in producing the Office of Management and Budget Exhibit 300 and 53 business cases, e-Gov Scorecard Updates, and related issues.
- Providing advice and assistance to the NRC CPIC Program on program improvement initiatives and projects, including:
 - Expanding the scope of the IT/IM program to include a larger percentage of NRC IT/IM budget;
 - Creating a more robust evaluation component to the CPIC process;
 - Supporting the ongoing implementation of earned value management, operational analysis, and other investment tracking or monitoring tools and services;
 - Strengthening OIS's portfolio analysis knowledge and capabilities; and
 - Integrating or aligning IT/IM processes with NRC's financial or other processes, and identifying strategic opportunities for enhancing services and the program.
- Supporting and coordinating customer and stakeholder outreach, education and training activities.
- Providing support for business case development for CPIC major and non-major investments. Business case services offered under the ITS-IPPS contract shall

include any business case analytical or development support service necessary to develop a comprehensive and compliant Exhibit 300 business case document. Business case services also shall include comprehensive support for Earned Value Management, Operational Analysis, High-Risk Reporting, as well as; support for any other related requirement necessary to comply with existing or new NRC or OMB investment management requirements. All business case services offered under the ITS-IPPS vehicle shall reflect the best practices of both industry and government in performing this service.

Task 5 - Enterprise Architecture

NRC requires an implementable Enterprise Architecture (EA) to improve the efficiency and effectiveness of how NRC business processes and practices support mission goals and manage data necessary to produce the right information for the right people in the right format. OIS's EA program facilitates improved NRC operations and performance by providing architectural guidance, tools and training. The Contractor shall provide a broad range of technical and professional services to support NRC's enterprise architecture functions and operations at all levels of the organization and at all layers of the architecture. This support may include, but may not be limited to:

- Maturing and maintaining OIS's enterprise architecture at all layers across NRC. Examples of the layers are strategic, business, service, data, applications, technology and security.
- Supporting all OIS program, research, and administrative organizations in developing, refining, implementing and maintaining the baseline and target architectures and transition strategy to identify and support closing gaps. This support includes the provision of business process management and modeling services. This support also includes extending the existing architecture to other levels of an architecture framework (e.g., segment and solution levels).
- Supporting the management of the Enterprise Architecture Program, including but not limited to:
 - Analyzing, developing, maintaining, communicating, implementing, and evaluating EA policies, procedures, standards, guidance, tools, or other documents;
 - Developing and maintaining architectural guidance, training to support OIS transformation initiatives, programs and offices, and program support tools selected to implement and/or manage the EA Program;
 - Maturing, maintaining and implementing OIS's EA Segment Architectures, governance process, and new EA software tools;
 - Linking and harmonizing the architecture to OIS's budget, investment review, and
 - human capital planning processes and ensuring alignment between NRC's enterprise architecture with Federal reference models and Federal architecture models;

- Performing EA reviews of OIS information systems at key points in the system lifecycle and CPIC process; and
- Supporting OIS in developing and maintaining the target data architecture, enterprise data architecture (EDA) framework, data reference model (DRM), and NRC data policy.
- Supporting OIS in producing OMB required EA reports such as the segment templates and self-assessments; and
- Supporting development and use of the architecture in a graphic analytical tool to facilitate enterprise analysis and business intelligence.

Task 6 - IT Architecture Management and Planning Support

The Contractor shall provide advice and assistance to support the planning and management of NRC's information technology architecture. This support may include, but may not be limited to:

- Supporting the planning, acquisition, and management of NRC's IT Architecture. The IT Architecture establishes the plans and guidelines governing the totality of NRC's IT infrastructure including hardware, software, telecommunications systems, and acquired infrastructure services. Examples of planning activities include technology research, alternatives analyses, cost analyses, feasibility studies, development of technical specifications, testing, prototyping, and development of recommendations for specific technology solutions. Examples of management support include oversight, assessment, monitoring, and reporting on infrastructure performance and include recommending technology, procedural, or other changes to improve performance. Management support also includes providing comprehensive advice in assessing and deploying new and existing technologies;
- Supporting and maintaining NRC's IT Architectural Standards. The IT Standards Profile delineates the technologies selected by NRC to perform various functions related to end-user computing and communications, application hosting, networking/ telecommunications, and information security. The Standards Profile is integral to the technical design of NRC information systems. The Contractor shall recommend changes based on OIS input and direction and industry technology trends and directions, and periodically revise the Standards Profile. This program support also includes support for NRC's IT/IM councils and governance bodies; and
- Reviewing and analyzing system projects for compliance with the enterprise architecture and CPIC requirements.

Task 7 - Program and Project Management Support

The Contractor shall provide program and project management and governance support to OIS. This includes but may not be limited to support for OIS's key governance

structures and entities. The Contractor shall provide a comprehensive range of technical and professional services such as strategic consulting, portfolio management support, and other analytical and process support services to improve NRC's IT/IM governance and program management.

The Contractor shall also provide program management support services in the areas of project management and operations management. The Contractor shall provide a comprehensive range of technical and professional services to support OIS's program management requirements, including:

- Providing advice and assistance in planning, designing, developing, implementing, and managing effective governance strategies and plans at all OIS levels;
- Supporting OIS customers in implementing and maintaining governance strategies, plans, activities, policies, procedures and tools;
- Evaluating, recommending, and supporting the implementation of governance and program and project management tools and capabilities, including provision of training, outreach, education, and other support; and
- Assisting in the analysis, planning, designing, developing, selecting, implementing, integrating, and maintaining other project or program management tools such as resource, asset, cost, risk, and other management tools.

The Contractor shall provide advice and assistance that is based on government and industry best practices in the areas of governance and program and project management.

Task 8 - Studies, Analyses, and Program Support

The Contractor shall provide a broad range of technical and professional services in performing studies and analyses and in providing program support on a range of IT/IM and programmatic issues. These analyses may be required to advise and assist customers with program development, management, performance, implementation, compliance or other requirements. This support may be provided as a requirement within a larger integrated program support task order. The studies, analyses, and program support provided by the Contractor under this section of the SOW may include, but may not be limited to, systems, acquisitions, and independent assessment support.

Task 9 - Communications Support

OIS may require communications support to effectively communicate information about its IT/IM program, projects, and services to both internal and external parties (e.g., Congress and the public). The Contractor shall provide a broad range of technical and professional services to support NRC's IT/IM communications activities. The Contractor shall provide these services and support across OIS and to all levels of IT/IM organizations. This support may include, but may not be limited to:

- Planning, analyzing, designing, developing, implementing and managing communications strategies, plans, products, tools, and services for customers;
- Supporting customers in planning and implementing targeted and specific

communications and outreach activities to support IT/IM program and project functions, activities, or events. Examples of communications products include, but are not limited to presentations, fact sheets, videos, DVDs, surveys, websites, poster-board displays, exhibit hall displays, press information, desktop publishing files, brochures, flyers, handouts, and procedure documents such as checklists for putting on events;

- Supporting the developing progress, accomplishments, and similar reporting tools to communicate program plans, activities, or performance;
- Supporting the communications activities associated with OIS meetings (routine and periodic) and conferences, including support for logistical arrangements, registration desk support, audio-visual arrangements, telecommunications support, identification of potential sites and provision of information for selection of sites, and development of information products; and
- Research and evaluation to determine the best methods for communicating with customers and stakeholders, including the use of Web tools and technologies.

5. DELIVERABLES AND DELIVERY SCHEDULE

The deliverables required under this task order are outlined in the table below.

Task	Service/Deliverable	Due Date
All Tasks	Status Report	Monthly

6. GOVERNMENT-FURNISHED PROPERTY

It is not anticipated that the work under this task order will require any government-furnished property.

7. QUALITY CONTROL

The Contractor shall develop and maintain a complete Quality Control Plan (QCP) to ensure that the requirements of the task order are performed in accordance with this PWS. The QCP shall describe the methods for identifying, preventing, and ensuring any defective services are corrected before the level of performance becomes unacceptable. The Contractor's QCP shall address the tasks in the section 4, Performance Requirements, of this PWS.

One copy of the Contractor's QCP shall be provided to the CO at the time its proposal is submitted. After acceptance of the QCP the contractor shall receive the CO acceptance in writing of any proposed changes to its plan. An updated copy of the QCP must be provided to the CO as changes occur during the performance of the contract.

8. PLACE OF PERFORMANCE

It is anticipated that the majority of the work under this contract will be performed for NRC's Headquarters in Rockville, Maryland. However, if space limitations exist which prevent the contractor from working on-site, the TO COR may authorize the Contractor to work at the contractor's facility. Telework capabilities will be also be available and authorized at the discretion of the TO COR. Work may also be performed for the NRC Regions and other locations as requested or needed.

9. SECURITY

The work under this task order is unclassified. All contractor personnel will be required to submit documents for IT-1 or IT-II level, as appropriate.

10. SECTION 508 – ELECTRONIC AND INFORMATION TECHNOLOGY STANDARDS

In December 2000, the Architectural and Transportation Barriers Compliance Board (Access Board), pursuant to Section 508(2)(A) of the Rehabilitation Act Amendments of 1998, established information technology accessibility standards for the federal government. Section 508(a)(1) requires that when federal departments or agencies develop, procure, maintain, or use Electronic and Information Technology (EIT), they shall ensure that the EIT allows federal employees with disabilities to have access to and use of information and data that is comparable to the access to and use of information and data by other Federal employees. The Section 508 requirement also applies to members of the public seeking information or services from a federal department or agency. Section 508 text is available at

<http://www.opm.gov/HTML/508-textOfLaw.htm> or
<http://www.section508.gov/>

All Electronic and Information Technology (EIT), as defined at FAR 2.101, supplied under this contract/order must conform to the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology Accessibility Standards (36 CFR Part 1194). The applicable standards are available at:
<http://www.access-board.gov/sec508/guide/index.htm>

The following standards are applicable to this contract/order:

- Software Applications and Operating Systems (1194.21)
- Web-based Intranet and Internet Information and Applications(1194.22)
- Telecommunications Products (1194.23)
- Video and Multimedia Products (1194.24)
- Self-Contained, Closed Products (1194.25)
- Desktop and Portable Computers (1194.26)

NRC Labor Category	Year 1			Option year 1			Option year 2			Option year 3			Option year 4			Estimated Total including all years
	Fixed Labor	Estimated	Total	Fixed Labor	Estimated	Total	Fixed Labor	Estimated	Total	Fixed Labor	Estimated	Total	Fixed Labor	Estimated	Total	
	Rate	Hours		Rate	Hours		Rate	Hours		Rate	Hours		Rate	Hours		
IT Project Manager	\$															
Sr Management Analyst	\$															
Intermediate Management Analyst	\$															
Sr Computer Specialist	\$															
Sr Systems Engineer	\$															
Sr Information Assurance Analyst	\$															
Junior Information Assurance Analyst	\$															
Sr Enterprise Architect	\$															
Intermediate Enterprise Architect	\$															
Junior Enterprise Architect	\$															
Technical Writer	\$															
Junior Analyst	\$															
Sub-Total			\$2,037,830.85			\$2,074,533.12			\$2,111,859.09			\$2,149,880.04			\$2,188,559.34	\$10,562,662.44