

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS <i>OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30</i>				1. REQUISITION NUMBER NSIR-18-0004		PAGE OF 1 10	
2. CONTRACT NO. NRC-HQ-11-16-E-0001/ NRC-HQ-11-16-E-0001		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER 31310018F0005		5. SOLICITATION NUMBER		6. SOLICITATION ISSUE DATE
7. FOR SOLICITATION INFORMATION CALL:		a. NAME WANDA BROWN			b. TELEPHONE NUMBER (No collect calls) 301-415-6793		8. OFFER DUE DATE/LOCAL TIME
9. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001			CODE NRCHQ	10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A) NAICS: 541519 SIZE STANDARD: \$27.5			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS 30		<input type="checkbox"/> 13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)		13b. RATING	
15. DELIVER TO US NUCLEAR REGULATORY COMMISSION- WAREHOUSE 4934 BOILING BROOK PARKWAY ROCKVILLE MD 20852			CODE NRCWH	16. ADMINISTERED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001			CODE NRCHQ
17a. CONTRACTOR/ OFFEROR		CODE	FACILITY CODE	18a. PAYMENT WILL BE MADE BY			CODE NRCPAYMENTS
See Schedule				US NUCLEAR REGULATORY COMMISSION TWO WHITE FLINT NORTH 11545 ROCKVILLE PIKE MAILSTOP T9-B07 NRCPAYMENTSNRCGOV ROCKVILLE MD 20852-2738			
TELEPHONE NO.				<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER			
				<input type="checkbox"/> 18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES			21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	IP-PLUS CONSULTING INC 098810653 IP-PLUS CONSULTING INC ATTN CALVIN RHODES 8775 CENTER PARK DR 357 COLUMBIA MD 21045-2177 OCIMS contract NRC-HQ-11-16-E-0001 new Task Order NRC-HQ-11-16-E-0001/31310018F0005 for Meeting <i>(Use Reverse and/or Attach Additional Sheets as Necessary)</i>						
25. ACCOUNTING AND APPROPRIATION DATA See schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) <div style="background-color: black; width: 100px; height: 15px;"></div>	
<input type="checkbox"/> 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.						<input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input type="checkbox"/> ARE <input checked="" type="checkbox"/> ARE NOT ATTACHED.	
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN <u>1</u> 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.				<input type="checkbox"/> 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				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER) 			
30b. NAME AND TITLE OF SIGNER (Type or print) WANDA M. BROWN			30c. DATE SIGNED	31b. _____ OFFICER (Type or print)		31c. DATE SIGNED 12/12/2017	

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
00001	<p>Exchange for NRC Headquarters and Region IV Delivery: 12/29/2017 Accounting Info: 2018-X0200-FEEBASED-11-11D001-11B107-6006-11-1-156 -2360-11-1-156-6006 Period of Performance: 12/12/2017 to 12/11/2018</p> <p>Upgrade voice conferencing meeting exchange systems in HQ and Region IV. See B.1 Price schedule</p> <p>The obligated amount of award: [REDACTED]. The total for this award is shown in box 26.</p>				[REDACTED]

32a. QUANTITY IN COLUMN 21 HAS BEEN

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

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

33. SHIP NUMBER <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
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38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY
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41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT	42a. RECEIVED BY (<i>Print</i>)
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER	41c. DATE
	42b. RECEIVED AT (<i>Location</i>)
	42c. DATE REC'D (<i>YY/MM/DD</i>) 42d. TOTAL CONTAINERS

SECTION B – SUPPLIES OR SERVICES AND PRICES/COSTS

B.1 PRICE SCHEDULE

The contractor shall not exceed the total hours or perform work other than the labor categories identified here without prior authority from the Contracting Officer, which would necessitate written modification to the Task Order.

BASE YEAR: 11/15/2017 – 11/14/2018 (12 Months)					
CLIN	DESCRIPTION	Location	Unit	Quantity	Firm-Fixed Price
	Contractor performance of SOW requirements	Headquarters & Region IV	12 Months	1	
0001	Task 1			1	██████████
0002	Task 2			1	██████████
0003	Task 3			1	██████████
0004	Task 4&5			1	██████████
0005	Project Manager		██████████	60 LH	\$ ██████████
TOTAL FIRM FIXED PRICE FOR OCIMS MEETING EXG.					██████████
0006	Meeting Exchanged Components			1	██████████
TOTAL OTHER DIRCT COST					██████████
TOTAL MATERIALS/LABOR HOURS SERVICES					██████████

B.2 CONSIDERATION AND OBLIGATION-TASK ORDERS (AUG 2011)

- (a) The ceiling of this order for is ██████████
- (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 ██████████. 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.

1 PROJECT TITLE

Operations Center Information Management System (OCIMS) and Region IV Incident Response Center Information System (RIVIRCIS) – Meeting Exchange Upgrade(s).

2 BACKGROUND

The Operations Center Information Management System (OCIMS) is a General Support System (GSS) that is a collection of Information Technology and Information Management (IT/IM) systems. OCIMS is installed in the Headquarters Operation Center (HOC) in North Bethesda Maryland, and is backed up to the RIVIRCIS' Regional Operations Center (ROC) located in Arlington Texas. A critical component is the Meeting Exchange (MX) voice conferencing system from Avaya. The primary MX system cluster is installed in HOC and the backup system cluster is installed in the ROC. The hardware and software for both systems are out of date and need to be upgraded to meet security and maintenance requirements.

3 SCOPE

The MX voice conferencing system cluster from Avaya consists of a primary server, a backup server, and the Client Registration Server (CRS). The software on the primary and backup units is below the current revision level and will not be supported in the near future. The software on the CRS unit is currently obsolete and needs to be upgraded to meet security requirements. The vendor (Avaya) has indicated that in order to upgrade to the current supported software the hardware needs to be refreshed as well. The contractor shall work with the vendor in order to upgrade both the MX system clusters in the HOC and the ROC. The contractor shall ensure that all licensing requirements for the equipment from Avaya are met, licensing for the Meeting Exchange is to include upgrade capability to the next software release level when available. It is imperative that any upgrade to the Voice Conferencing system must not diminish the current capabilities, this is particularly important in the case of the "Fast" and "Blast" dialing feature.

4 APPLICABLE DOCUMENTS

N/A.

5 PERFORMANCE REQUIREMENTS

The Contractor shall perform the following tasks in accordance with technical direction from the COR or their authorized representative and following the guidance provided in NRC Management Directive 2.8 ([MD 2.8](#)), as applicable.

5.1 Task 1: Purchase the MX system upgrade.

The contractor shall work in conjunction with the vendor (Avaya) and the support contractor to order the upgrade of the Meeting Exchange to the latest revision levels. It is crucial that this upgrade, at a minimum, retains all current capabilities.

5.2 Task 2: Upgrade Plan.

The contractor shall work with the vendor (Avaya) and the support contractor to produce an "Upgrade Plan". This plan will consist of:

- The steps required to install the new hardware with the latest revision of software.
- The steps required to move the data from the current system to the new system.
- The steps required for testing of the new system.
- The steps needed to cutover to the new system.

5.3 Task 3: Install the upgraded system

Once the "Upgrade Plan" has been approved by the COR, the contractor shall work with the vendor (Avaya) and the support contractor to physically install the upgraded system and transfer the current data to the new system. The contractor shall also install the new MX client software.

5.4 Task 4: Test the upgraded system

The contractor shall ensure that the upgraded system meets all current functionality.

5.5 Cutover the new System

Once the upgraded systems test results have been approved by the COR, the contractor shall work with the vendor (Avaya) and the support contractor to cutover to the new system.

6. PERFORMANCE STANDARDS

The Contractor shall perform work under this task order in such a manner to ensure the successful upgrade of the MX clusters in both HOC and ROC.

7. METHOD OF SURVEILLANCE

The upgraded server shall, at a minimum:

- The CRS shall be able to create/update conferences and download them to the MX servers
- The MX server shall be able to create a conference
- The MX servers shall allow for the import of call lists
- The MX server shall be able to “Fast Dial”
- The MX server shall be able to “Blast Dial”

8. INCENTIVES

Failure to provide a timely and acceptable solution will be subject to the following deductions:

3% reduction to amount payable for the firm-fixed-price portion of the contract

9. DELIVERABLES AND DELIVERY SCHEDULE

The contractor shall provide an Implementation Plan detailing the steps required to obtain the equipment, and the tasks required to upgrade the server. The contractor shall follow the vendor requirements to install the upgraded server.

Deliverable	Schedule
Purchase MX Upgrade	Within 30 calendar days of Award
Provide “Upgrade Plan”	Within 14 calendar days of receipt of equipment
Install Upgraded system	Within 14 calendar days of approval of “Upgrade Plan”
Test system	Within 1 day after install
Cutover system	Within 5 business days of approval of the testing

10. GOVERNMENT-FURNISHED PROPERTY

- Current MX systems in HOC licensed for 192 users
- Current MX systems in ROC licensed for 144 users

11. PLACE OF PERFORMANCE

The work to be performed under this contract/order will be performed at the following locations:

- U.S. Nuclear Regulatory Commission
Three White Flint North
11601 Landsdown Street
North Bethesda, MD 20852

- U.S. NRC Region IV
1600 East Lamar Boulevard
Arlington, Texas 76011-4511

12. PERIOD OF PERFORMANCE

The Period of Performance consists of one year base period.

Base 12/12/2017 – 12/11/2018

13. SECURITY

The work provided under this Task Order is UNCLASSIFIED.

SECTION G - TASK ORDER ADMINISTRATION

G.1 CONTRACTING OFFICER REPRESENTATIVE

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

Name: Omar Khan

Address: US NRC NSIR, 11555 Rockville Pike, Rockville, MD 20852

Telephone Number: 301-287-3725

Email: Omar.Khan@nrc.gov

Name: Annette Stang – Alternate Contracting Officer Representative

Address: US NRC NSIR, 11555 Rockville Pike, Rockville, MD 20852

Telephone Number: 301-287-3780

Email: Annette.stang@nrc.gov

(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.

G.2 INVOICES

The contractor shall submit a monthly invoice to NRC by the 15th of each month in accordance with the NRC Billing Instructions found in the base contract NRC-HQ-11-16-E-0001.

SECTION H - SPECIAL TASK ORDER REQUIREMENTS

H.1 TASK ORDER PROVISIONS

The provisions in Section H - SPECIAL CONTRACT REQUIREMENTS of the IDIQ Contract NRC-HQ-11-16-E-0001 are applicable to this task order.

H.2 SECURITY

The security requirements under the IDIQ Contract NRC-HQ-11-16-E-0001 shall apply to this task order. The work under this task order is unclassified.

SECTION I- CONTRACT CLAUSES

I.1 The clauses and provisions incorporated in full text or by reference in IDIQ Contract NRCHQ-11-16-E-0001 are hereby incorporated into this task order.

I.2 FAR 52.217-8 Option to Extend Services

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 at anytime before expiration of the task order.