

AGENCY PROCUREMENT REQUEST

Agency Information: U.S. Nuclear Regulatory Commission
Washington, D.C. 20555

Authorized Official: Gerald F. Cranford, Director
Office of Information Resources Management
301-492-7585

Technical Contact James S. Janis, Chief
Travel Accounting Section
Travel Management Branch
Division of Accounting and Finance
Office of the Controller
301-492-4039

Contracts Contact: Helen A. Hagey, Contract Negotiator
Contract Negotiation Branch No. 1
Division of Contracts and Property Management
Office of Administration
301-492-9449

The services to be provided will be performed for NRC headquarters staff located in the Washington, D.C. metropolitan area.

Project Title and Description: Operational Support

The NRC requires operating support for the Office of Controller's (OC) accounting, payroll, license fees, and budget systems. Operational support services include data entry into selected financial systems, verifying and reconciling data input, preparing forms and schedules, operating document tracking systems, distributing forms and reports, filing and sorting, and providing on-site supervision. Financial systems that data will be entered into include the Federal Financial System (FFS), Treasury's Electronic Certification System (ECS), the Automated Payroll System, microcomputer-based accounts receivable, billing and budgeting systems, and various microcomputer-based tracking systems.

Current Support

Currently, NRC utilizes an NRC-wide requirements type contract, Data Computer Corporation of America (DCCA), that provides basic data entry services to OC, among other NRC offices. The contract with DCCA expires January 31, 1993, and a new contract will be awarded for basic data entry services for NRC offices (excluding OC). Since their requirements are unique, OC is seeking a Contractor to provide the necessary personnel to provide operational support and higher levels of data entry support to operate OC's new and more complex accounting system (FFS).

Acquisition Strategy

This acquisition will be conducted under a 100% small business set-aside under standard industrial classification code number 7374. The NRC expects to award a cost plus fixed fee type contract for the services to be procured under the proposed contract. The solicitation document is expected to be released in the first quarter of fiscal year 93, and the contract is expected to be awarded in

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in accordance with the Freedom of Information
Act, exemptions 7
FOIA 93-153

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the second quarter of fiscal year 93.

Estimated Contract Life and Cost

FIP Resource

Cost

Life

Regulatory Compliance

The NRC has reviewed all regulations applicable to this procurement action and believes this action to be in full compliance. No deviations from the regulations are being sought by the NRC.

Documentation

Date

Requirements analysis

10/1/92

Analysis of alternatives

10/1/92

Risk analysis

N/A

Determination to support the use of
compatibility limited requirements

N/A

Conversion study

N/A

Certified data to support any requirement
available from only one responsible source

N/A

Certified data to support any use of a
specific make and model specification

N/A

Agency/GSA References

None applicable

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Authorized Official: Gerald F. Cranford, Director
Office of Information Resources Management

Technical Contact: Janet Thot-Thompson, Section Chief
Information Technology Support Section
Division of Information Support Services
Office of Information Resources Management
MS P-500, 301-492-8310

Contract Contact: Mary Jo Mattia, Branch Chief
Contract Administration Branch No. 2
Division of Contracts and Property Management
Office of Administration
MS P-902, 301-492-7133

The services provided are performed for NRC headquarters staff located in the Washington, D. C., metropolitan area.

Project Title and Description: NRC Microcomputer and Peripheral Support Services

The NRC is responsible for the protection of the public health and safety in the civilian use of nuclear power and nuclear materials. In the performance of its duties, the NRC utilizes a wide variety of automatic data processing tools, encompassing numerous applications, including scientific, engineering, administrative, and management information systems. The NRC meets its computing requirements through the utilization of a number of hardware and software platforms, including mainframes, minicomputers, and microcomputers (micros).

The NRC is seeking authority to extend the services provided under contract number NRC-33-90-179, with J. C. Computer Services, Inc., (JCCS) an 8(a) firm. The contractor is responsible for supplying the necessary personnel to install and maintain micros acquired by the NRC. Under the current contract, the contractor is responsible for providing the necessary microcomputer installation and maintenance services to support NRC program offices utilizing over 3,750 micro workstations.

Current Support:

Currently, the NRC has a contract with JCCS, which expires on February 28, 1993, for the installation and maintenance of micro hardware. The NRC has a second contract with Analytical Research and Technology, Inc., (ART), which expires on April 30, 1993, for the installation of vendor software and end-user advice and assistance.

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As presented in and authorized through GSA case number KMA-92-0540 (letter dated September 8, 1992, from M. Teresa Noll, GSA, to Hugh L. Thompson, NRC), the NRC is combining the services currently provided through these two contractual vehicles into one competitive procurement under SBA's 8(a) program. The expected date of award of this competitive action is April 30, 1993.

In accordance with FAR Subpart 52.237-3, Continuity of Services, the current contract provides for a phase-in/phase-out period of up to 90 days. IRM has stated that 30 days shall be sufficient for an orderly and efficient transition to a successor. Therefore, if required, the current contract will be continued for a period up to, but not exceeding, 30 days beyond the effective date of the award of the competitive follow-on contract.

Typical examples of contractor installation support activities include: (1) new hardware installations; (2) movement of existing micros to include disconnects and reconnects of hardware; (3) upgrades of existing micros to include the installation of new components and peripherals; and (4) burn-ins and warranty activities for new micros.

Typical examples of contractor maintenance support activities include: (1) troubleshooting and maintenance of failed micro hardware, hardware components and peripherals to include an off-site bench work facility, loaner equipment, equipment under warranty, and priority support; and (2) preventive maintenance for hardware, including peripherals and hardware components.

FIP Resources to be Acquired and Contracting Approach:

In order to ensure continuous support of these critical services, and to afford a smooth transition of microcomputer hardware and software installation support services from two to one contract, the NRC is seeking to extend the current JCCS contract from February 28, 1993 to April 30, 1993. In response to NRC's request for assistance, JCCS submitted a proposal to support the extension, which would raise the contract ceiling from \$2,385,223.65 to \$2,624,030. To allow greater contractual flexibility, if the competitive award is delayed, the NRC is also requesting GSA's approval to increase the contract ceiling up to a maximum of \$2,763,750.00.

Estimated Contract Life and Cost:

<u>Product</u>	<u>Cost</u>	<u>Life</u>

Regulatory Compliance:

The NRC has reviewed all regulations applicable to this procurement action and believes this action to be in full compliance. No deviations from the regulations are being sought by the NRC.

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DocumentationDate

Requirements Analysis

07/17/92

Analysis of Alternatives

07/17/92

Risk Analysis

07/17/92

Determination to support compatibility limited requirements

N/A

Conversion Study

N/A

Certified data to support requirement available from only one responsible source

N/A

Description of those planned actions necessary to foster competition for subsequent acquisitions

N/A

Certified data to support a requirement using a specific make and model specification

N/A

Justification for more than one agency to provide switching facilities or services

N/A

Exception to the use of FTS/FTS-2000 mandatory network services

N/A

Exception to the use of GSA local telecommunications service mandatory switching services

N/A

Agency Remarks

No Remarks.

Agency/GSA References

None applicable.

Authorization

See Authorized Official above.