



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

SEP 25 1989

Applied Management Systems, Inc.  
ATTN: John Perkins  
7315 Wisconsin Avenue, Suite 601E  
Bethesda, Maryland 20815

Dear Mr. Perkins:

Subject: Task Order No. 0001 (Labor Hour), Entitled "Systems Orientation;  
Review of Operational Support", Under Contract No. NRC-33-89-132

This confirms verbal authorization provided to you on June 2, 1989 to commence work under the subject task order with a temporary ceiling of \$5,000.00.

In accordance with the task order procedures of the subject contract, this letter definitizes Task Order No. 0001. This effort shall be performed in accordance with the enclosed Statement of Work and the contractor's proposal for this Task Order No. 0001 dated June 5, 1989, incorporated herein by reference and telephonic changes as detailed below:

- Direct Labor - revised to read as follows:

<u>Category</u>	<u>"Estimated Hours</u>	<u>Hourly Rate</u>	<u>Estimated Cost</u>
Project Manager	102	\$60.99	\$6,220.98

Total Estimated Cost.....\$6,220.98"

Task Order No. 0001 shall be in effect from June 5, 1989 through June 30, 1989 with a total cost ceiling of \$6,220.98. The amount of \$6,220.98 includes the \$5,000.00 verbally authorized to you as stated above.

The actual incurred cost for this task order has been determined to be \$6,220.98.

The amount presently obligated with respect to this task order is \$6,220.98.

Accounting Data for this Task Order No. 0001 are as follows:

B&R No.: 40-20-07-25  
FIN No.: D-1391  
APPN No.: 31X0200,409  
Obligated Amount: \$6,220.98

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PDR FOIA  
ROBERTS92-101 PDR

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The issuance of this task order does not amend any terms or conditions of the subject contract.

Your contacts during the course of this task order are:

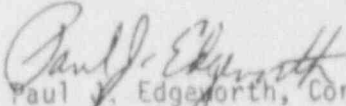
Technical Matters:	Alan Dolleck Project Officer (301) 492-4928
	John A. Sullivan Alternate Project Officer (301) 492-7979
Contractual Matters:	Edna Knox Contract Administrator (301) 492-4731

Please indicate your acceptance of this Task Order No. 0001 by having an official, authorized to bind your organization, execute three copies of this document in the space provided and return two copies to the Contract Administrator. You should retain the third copy for your records.

Since we are rapidly approaching September 30, our fiscal year ending date, you should expedite the execution and return of this document. Unless the signed documents are returned to me prior to that date, I cannot assure you of the continued availability of these funds.

If you have any questions regarding the subject Task Order, please contact Edna Knox, Contract Administrator, on (301) 492-4731.

Sincerely,

  
Paul J. Edgeworth, Contracting Officer  
Contract Administration Branch  
Division of Contracts and Property  
Management  
Office of Administration

Enclosure:

As stated.

ACCEPTED:

NAME Orville F. King

TITLE President

DATE 9/26/89



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

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NRC-33-89-132

Task Order Number
0001

To Be Completed By  
Task Manager

APPLIED MANAGEMENT SYSTEMS, INC.

TASK ORDER REQUEST FOR PROPOSAL

Task Order Title: Systems Orientation ; Review of Operational Support

System Number/Name: See Attachment # 2 /

User Contact/Phone/Organization: Joseph T. Cawley, II / 492-4415 / ISB/IPM

Requested Period of Performance: From 06/05/89 Through 06/30/89

TAC #: A64279

STATEMENT OF WORK

SEE ATTACHMENTS I AND II

THE LEVEL OF EFFORT IS 480 HOURS (ESTIMATED)

Task Manager Signature

Joseph T. Cawley, II Date 5/31/89



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

NRC-33-89-132

Task Order Number
0001

APPLIED MANAGEMENT SYSTEMS, INC.

To Be Completed By  
Project Officer

Task Order Title: Systems Orientation ; Review of Operational SupportSystem Number/Name: See Attachment # 2 / \_\_\_\_\_SCHEDULE OF DELIVERABLES

<u>Item</u>	<u>Quantity</u> (if applicable)	<u>Date of Delivery*</u>
Written Report	3 (Original and 2 copies)	25

\*Number of working days following effective date of Task Order

Project Officer Signature

Date

5/31/89

BACKGROUND

For the past several years NRC has had a contract with Matitech, Inc. for system development and with Technasociates, Inc. (TI) for systems maintenance. As a result of the issuance of a new contract to Applied Management Systems (AMS) both systems development and systems maintenance have been combined in one contract. The purpose of this task order is to require AMS to review and become familiar with certain systems during AMS' phase-in period.

STATEMENT OF WORK

The contractor shall review and assess the current state of the systems and the documentation listed in Attachment II. These systems support the activities of offices throughout the NRC.

During this orientation period, the contractor shall review program libraries, documentation, and written procedures, and conduct discussions with the designated ISB/IRM task managers and NRC users, as well as with the TI staff who perform the systems maintenance work.

It is estimated that the contractor's time will be allocated as follows:

<u>Action</u>	<u>Estimated % of Time</u>
Review systems and documentation	15%
Review current written procedures	15%
Discussion with ISB/IRM task manager	15%
Discussion with NRC user	15%
Confer with TI staff	15%
Prepare deliverables	25%
	<hr/>
	100%

All work and discussions with the TI staff and NRC users shall be coordinated with the ISB/IRM task manager.

DELIVERABLE

The contractor shall provide a written report including, but not limited to: description, volume, frequency, and location of work being performed; condition and accuracy of existing systems, documentation, and written procedures; and recommendations for NRC to consider with respect to how workload is organized and distributed.

Systems Coverage - Orientation

<u>System #</u>	<u>System Name</u>	<u>ISB/IRM Task Manager</u>	<u>Telephone #</u>
	(NIH COBOL)		
1. 1206	Technical Assistance Program Support System (TAPSS)	K. Paradise	492-9503
2. 1207	Licensing Reporting System (LORDS)	T. Tran	492-8612
3. 1215	Plant Specific Backfits (PSB)	T. Tran	492-8612
4. 1217	International Programs Export/Import Licensing (IPELTS)	A. Dolleck	492-4928
5. 1236	Operator Licensing Tracking System (OLTS)	T. Tran	492-8612
6. 1238	ASLBP Management Systems Support (AAMS)	T. Tran	492-8612
7. 1251	Office of Investigations Management Information (OIMS)	K. Paradise	492-9503
8. 1289	License Fee Reporting System (FEES)	A. Stracke	492-9578
9. 3002	Telephone Directory System (TEL)	D. Gordon	492-9974
10. 3005	Full Time Equivalency (FTE)	J. Van Epp	492-4369
11. 3022	Contracts Information System (CIS)	D. Gordon	492-9974
12. 3035	Controller Budget System/Execution (CBS)	J. Bell	492-9561
13. 3036	Administrative Budget Control (ABC)	J. Bell	492-9561
14. 3110	Personnel Budget Control System (PBC)	J. Bell	492-9561
15. 3436	Regional Budget Control (RBC)	J. Bell	492-9561
	(OR2)		
16. 1265	Transport Approval Package Information System (TAPIS)	D. Gordon	492-9974
17. 1297	Regulatory Information Tracking System (RITS)	T. Tran	492-8612
	(IBM 9370)		
18. 1239	Voter Tracking System (VTS)	J. Burton	492-4836
19. 3456	Commission Calendaring System (CCS)	J. Burton	492-4836





UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

JUL 14 1989

Applied Management Systems, Inc.  
ATTN: Joseph J. Clarke  
7315 Wisconsin Avenue, Suite 601  
Bethesda, Maryland 20815

Dear Mr. Clarke:

Subject: Task Order No. 0002, Entitled "Other Direct Costs," Under  
Contract No. NRC-33-89-132

This confirms verbal authorization provided to you on June 15, 1989 to commence work under the subject task order with a temporary ceiling of \$30,000.00.

In accordance with the task order procedures of the subject contract, this letter definitizes Task Order No. 0002. This effort shall be performed in accordance with the enclosed Statement of Work and the contractor's proposal for this Task Order No. 0002 dated June 13, 1989, incorporated herein by reference.

Task Order No. 0002 shall be in effect from June 16, 1989 through June 15, 1990 with a total cost ceiling of \$191,297.00. The amount of \$180,469.00 represents the total estimated reimbursable costs and the amount of \$10,828.00 represents the fixed fee. The amount of \$191,297.00 includes the \$30,000 verbally authorized to you as stated above.

The amount presently obligated with respect to this task order is \$30,000.00 of which \$84,906.00 represents the total estimated reimbursable costs and the amount of \$5,094.00 represents the fixed fee. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this task order. The obligated amount shall, at no time, exceed the task order ceiling. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this task order. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk. The Contractor shall comply with the provisions of 52.232-22 - Limitation of Funds for this incrementally funded task order.

Accounting Data for this Task Order No. 0002 are as follows:

B&E No.: 40-20-07-25  
FIN No.: D-1391  
APPN No.: 31X0200.400  
Obligated Amount: \$90,000.00

The issuance of this task order does not amend any term or conditions of the subject contract.

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It is estimated that the amount currently allotted will cover performance of this work through December 31, 1989.

Your contacts during the course of this task order are:

Technical Matters:	Joseph Cawley Project Officer (301) 492-4415
Contractual Matters:	Edna Knox Contract Administrator (301) 492-4731

Please indicate your acceptance of this Task Order f.o. 0002 by having an official, authorized to bind your organization, execute three copies of this document in the space provided and return two copies to the Contract Administrator. You should retain the third copy for your records.

Sincerely,

*Paul J. Edgeworth*  
Paul J. Edgeworth, Contracting Officer  
Contract Administration Branch  
Division of Contracts and Property  
Management  
Office of Administration

Enclosure:  
As stated

ACCEPTED:

*Norman S. Eng*  
NAME

*President*  
TITLE

*7/20/89*  
DATE





UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

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NRC-33-89-132

Task Order Number
0002

To Be Completed By  
Task Manager

APPLIED MANAGEMENT SYSTEMS, INC.

TASK ORDER REQUEST FOR PROPOSAL

Task Order Title: OTHER DIRECT COSTS  
System Number/Name: N/A /   
Task Contact/Phone/Organization: Joseph T. Cawley, II / 492-4415 / ISB/DCTS/IRM  
Requested Period of Performance: From 06/16/89 Through 06/15/90

TAC #: A64281

STATEMENT OF WORK

This task order covers the direct costs incurred by Applied Management Systems, Inc. (AMS) under contract NRC-33-89-132 for Project Manager, Project Administrator, courier, lease of 3 OMNI 820 printers, and other appropriate direct costs incurred as support for the systems listed below:

Payroll, Personnel, Travel, IFMIS, Property and Supply, Facility Control and any other NRC project issued to AMS under the provisions of NRC development and maintenance contract NRC-33-89-132

The level of effort for this task order is estimated to be 4,000 hours.

Task Manager Signature

Joseph T. Cawley, II

Date 06/12/89



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

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NRC-33-89-132

Task Order Number
0002

To Be Completed By  
Project Officer

APPLIED MANAGEMENT SYSTEMS, INC.

Task Order Title: OTHER DIRECT COSTS

System Number/Name: N/A /

SCHEDULE OF DELIVERABLES

<u>Item</u>	<u>Quantity</u>	<u>Form</u> (if applicable)	<u>Date of Delivery*</u>
N/A			

\*Number of working days following effective date of Task Order

Project Officer Signature

Joseph T. Cawley, II

Date 06/12/89



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20585

JUL 14 1989

Applied Management Systems, Inc.  
ATTN: Joseph J. Clarke  
7315 Wisconsin Avenue, Suite 601E  
Bethesda, Maryland 20815

Dear Mr. Clarke:

Subject: Task Order No. 0003, Entitled "Software Administration," Under  
Contract No. NRC-33-89-132

This confirms verbal authorization provided to you on June 15, 1989 to  
commence work under the subject task order with a temporary ceiling of  
\$10,000.00.

In accordance with the task order procedures of the subject contract, this  
letter definitizes Task Order No. 0003. This effort shall be performed in  
accordance with the enclosed Statement of Work and the contractor's proposal  
for this Task Order No. 0003 dated June 13, 1989, incorporated herein by  
reference.

Task Order No. 0003 shall be in effect from June 16, 1989 through June  
15, 1990 with a total cost ceiling of \$47,752.00. The amount of  
\$45,049.00 represents the total estimated reimbursable costs and the amount  
of \$2,703.00 represents the fixed fee. The amount of \$47,752.00 includes  
the \$10,000 verbally authorized to you as stated above.

The amount presently obligated with respect to this task order is \$20,000.00  
of which \$18,868.00 represents the total estimated reimbursable costs and  
the amount of \$1,132.00 represents the fixed fee. This obligated amount may  
be unilaterally increased from time to time by the Contracting Officer by  
written modification to this task order. The obligated amount shall, at no  
time, exceed the task order ceiling. When and if the amount(s) paid and  
payable to the Contractor hereunder shall equal the obligated amount, the  
Contractor shall not be obligated to continue performance of the work unless  
and until the Contracting Officer shall increase the amount obligated with  
respect to this task order. Any work undertaken by the Contractor in excess  
of the obligated amount specified above is done at the Contractor's sole  
risk. The Contractor shall comply with the provisions of 52.232-22 -  
Limitation of Funds for this incrementally funded task order.

Accounting Data for this Task Order No. 0003 are as follows:

B&R No.: 40-20-07-25  
FIN No.: 0-1391  
APPN No.: 31X0200.409  
Obligated Amount: \$20,000.00

The issuance of this task order does not amend any terms or conditions of  
the subject contract.

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JPP

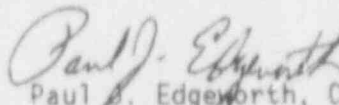
It is estimated that the amount currently allotted will cover performance of this work through December 31, 1989.

Your contacts during the course of this task order are:

Technical Matters:	Joseph Cawley Project Officer (301) 492-4415
Contractual Matters:	Edna Knox Contract Administrator (301) 492-4731

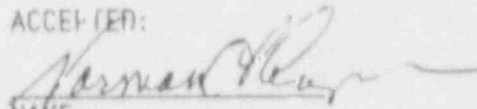
Please indicate your acceptance of this Task Order No. 0003 by having an official, authorized to bind your organization, execute three copies of this document in the space provided and return two copies to the Contract Administrator. You should retain the third copy for your records.

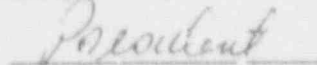
Sincerely,

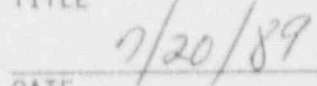
  
Paul S. Edgeworth, Contracting Officer  
Contract Administration Branch  
Division of Contracts and Property  
Management  
Office of Administration

Enclosure:  
As stated

ACCEPTED:

  
NAME

  
TITLE

  
DATE



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20545

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NRC-33-89-132

Task Order Number
0003

To Be Completed By  
Task Manager

APPLIED MANAGEMENT SYSTEMS, INC.

TASK ORDER REQUEST FOR PROPOSAL

Task Order Title: SOFTWARE ADMINISTRATION

System Number/Name: N/A /

User Contact/Phone/Organization: Lucille Lanier / 492-8102 / ISB/DCTS/IRM

Requested Period of Performance: From 06/16/89 Through 06/15/90

TAC #: A64282

STATEMENT OF WORK

SEE ATTACHMENT 1

The level of effort for this task order is estimated to be 2,000 hours.

Task Manager Signature

Lucille Lanier  
Lucille Lanier

Date 06/ 7/89



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

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NRC-33-89-132

Task Order Number
0063

To Be Completed By  
Project Officer

APPLIED MANAGEMENT SYSTEMS, INC.

Task Order Title: SOFTWARE ADMINISTRATION

System Number/Name: N/A /

SCHEDULE OF DELIVERABLES

<u>Item</u>	<u>Quantity</u>	<u>Form</u> (if applicable)	<u>Date of Delivery*</u>
MAINTENANCE ACTIVITIES AS DESCRIBED IN ATTACHMENT I - SOFTWARE DOCUMENTATION & CONTROL PROCEDURES			AS REQUIRED

\*Number of working days following effective date of Task Order

Project Officer Signature

Joseph T. Cawley, II  
Joseph T. Cawley, II

Date

06/12/89



STATEMENT OF WORK

The scope of this task order covers the software administrator duties for the maintenance of the software library.

A detailed breakdown covering a partial list of the duties required of the software administrator is contained in the NRC System 1245 Manual (February 1986 Edition, as amended) entitled, "Automated Information Documentation System User's Guide", (AIDS). In addition to these listed duties, the contractor shall be responsible for:

- A. Accountability for all systems notebooks, program source listings, source libraries, CLISTS, JCL Listings and SYSNNNN.DOC listings.
- B. Creation of back-up tapes for libraries and back-up listings.
- C. Production and distribution of Disk Dataset and VOLSTAT reports.
- D. Update and distribution of updates to System Documentation Notebooks.
- E. Assignment of program and system numbers.

At no time shall the contractor receive materials, relating to the responsibilities listed above, directly from another contractor or other contractor personnel. All materials shall be received from the IRM task manager or IRM analysts.

The library area (P-640) shall be kept orderly, free from clutter, trash, discarded furniture or unused working materials.

The contractor shall support the Task Manager in the review of the software library procedures and assist in the development and implementation of new procedures as part of an on-going effort to establish an efficient software handling environment.

The contractor shall generate and distribute standard and ad-hoc MARK IV reports for the U.S. Nuclear Regulatory Commission. These reports are generated using NRC Systems and will be used for license fee reporting, resource forecasting, budget development, inspection reports and other various levels of reporting for management review. A three day turnaround on most ad-hoc reports is expected. Exceptions may be necessary on an as needed basis requiring the contractor to receive a request over the phone from the task manager and complete it the same day. This could precipitate an additional mail delivery to the Phillips Building. The support activities for this task will include the following items:

1. Preparation and Execution of MARK IV programs for existing systems.
2. Reconciliation of any error found during execution.
3. Distribution of reports to user.
4. Maintenance of job log notebooks which include:
  - Log Sheets and User Requests
  - Copy of Run JCL.

All work to be performed on this task order shall be done at the U.S. NRC in Bethesda, Maryland.