UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

OCT 15 2007

OAO Corporation
2277 Research Boulevard
Mailstop 4G ATTN: Joyce L. Lambert
Rockville, MD 20850

SUBJECT: TASK ORDER NO.12 ENTITLED "NMSS Systems", UNDER DELIVERY ORDER NO. DR-33-07-358

Dear Ms. Lambert:

In accordance with Section C.27 entitled "Task Order Procedures," of the subject delivery order, this letter hereby definitizes Task Order 12. This effort shall be performed in accordance with the enclosed Statement of Work and OAO Corporation's cost estimate dated, September 18, 2007, which is made a part hereof of this order.

The following individual(s) are considered to be essential to the successful performance of the work hereunder:

[redacted] - Project Manager

The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with the Key Personnel Clause (2052.215-70) of the delivery order.

Task Order No. 12 shall be in effect from September 26, 2007, through September 25, 2008, with a total cost ceiling of $525,120.50.

This Task Order No. 12 obligates funds in the amount of $110,000.00. The obligated amount shall, at no time, exceed the task order cost 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 risk.

Your contacts during the course of this task order are:

Technical Matters: Harry Kromer - (301) 415-6817
Menelik Yimam - 301-415-0200

Contractual Matters: Richard Bright - (301) 415-8086

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE NOV 25 2008

ADM002

*ACCOUNTING AND APPROPRIATION DATA Task Order No. 12 is as follows:

B&R: 755-15-344-162 JC: F1044 BOC: 2574 APPN: 31X0200.710 COM: AA8550008
$110,000.00

*ADMINISTRATIVELY TRANSFERRED FUNDS FROM BASE CONTRACT

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

Please indicate your acceptance of this task order by having an official who is authorized to bind your organization, execute three copies of this document in the spaces provided below and return two copies to the Contract Specialist. You should retain the third copy for your records. If you have any questions regarding the subject task order, please contact Richard Bright, Contract Specialist on (301) 415-8086.

Sincerely,

Eleni Jernell, Contracting Officer
Contract Management Branch No. 3
Division of Contracts
Office of Administration

ACCEPTED: Joyce L Lambert

Joyce L. Lambert
NAME

CONTRACTS
TITLE

10/23/2007
DATE

Task Order 12	FSME and NMSS Systems Maintenance	BASE YEAR RATE	BASE YEAR HOURS	BASE YEAR AMOUNT
	OFF-SITE			
010	010 Program Manager	[redacted]	-	$0.00
020	020 Project Manager	[redacted]	[redacted]	[redacted]
030	030 Quality Assurance Manager	[redacted]	-	$0.00
050	050 Principal BPR Specialist	[redacted]	-	$0.00
060	060 Senior BPR Specialist	[redacted]	-	$0.00
070	070 Principal Systems Architect	[redacted]	-	$0.00
080	080 Senior Systems Architect	[redacted]	-	$0.00
090	090 Principal Information Engineer	[redacted]	[redacted]	[redacted]
100	100 Senior Information Engineer	[redacted]	-	$0.00
110	110 Senior Functional Analyst	[redacted]	[redacted]	[redacted]
130	130 Systems Analyst 5	[redacted]	[redacted]	[redacted]
140	140 Systems Analyst 4	[redacted]	[redacted]	[redacted]
150	150 Systems Analyst 3	[redacted]	-	$0.00
160	160 Systems Analyst 2	[redacted]	-	$0.00
170	170 Systems Analyst 1	[redacted]	-	$0.00
210	210 Computer Programmer 7	[redacted]	-	$0.00
220	220 Computer Programmer 6	[redacted]	-	$0.00
230	230 Computer Programmer 5	[redacted]	-	$0.00
240	240 Computer Programmer 4	[redacted]	-	$0.00
250	250 Computer Programmer 3	[redacted]	-	$0.00
251	251 Computer Programmer 2	[redacted]	-	$0.00
260	260 Support Specialist 6	[redacted]	-	$0.00
270	270 Support Specialist 5	[redacted]	-	$0.00
280	280 Support Specialist 4	[redacted]	-	$0.00
290	290 Support Specialist 3	[redacted]	-	$0.00
310	310 Engineer 5	[redacted]	-	$0.00
320	320 Engineer 4	[redacted]	-	$0.00
350	350 Sr Computer Security Specialist	[redacted]	-	$0.00
360	360 Computer Security Specialist	[redacted]	-	$0.00
370	370 Operations Manager	[redacted]	-	$0.00
430	430 Communications Network Engineer	[redacted]	-	$0.00
520	520 Apps Systems Analysis and Program Manager	[redacted]	-	$0.00
530	530 Apps Systems Analysis and Program Sup	[redacted]	[redacted]	[redacted]
540	540 Apps Systems Analyst/Programmer - St Spec	[redacted]	-	$0.00
550	550 Apps Systems Analyst/Programmer - Lead	[redacted]	[redacted]	[redacted]
560	560 Telecommunications/Internetworking Designer	[redacted]	-	$0.00
570	570 Network Planner	[redacted]	-	$0.00
580	580 Network Operations Specialist	[redacted]	-	$0.00
590	590 Telecommunications Engineer - Senior	[redacted]	-	$0.00
600	600 Telecommunications Engineer - Inter	[redacted]	-	$0.00
610	610 Telecommunications Systems Analyst	[redacted]	-	$0.00
620	620 Network Controller	[redacted]	-	$0.00
630	630 Telecommunications Engineer/Analyst	[redacted]	-	$0.00
640	640 Network Control Technician	[redacted]	-	$0.00
650	650 Telecommunications Analyst/Tech-Senior	[redacted]	-	$0.00
700	700 Documentation Specialist	[redacted]	-	$0.00
710	710 Documentation Coordinator	[redacted]	-	$0.00

720	720 Technical Expert - Level 4	[redacted]	-	$0.00
730	730 Technical Expert - Level 3	[redacted]	-	$0.00
740	740 Technical Expert - Level 2	[redacted]	-	$0.00
750	750 Technical Expert - Level 1	[redacted]	-	$0.00
760	760 Information Services Consultant	[redacted]	-	$0.00
	ON SITE			
105	105 Senior Information Engineer Onsite	[redacted]	-	$0.00
265	265 Support Specialist 6 Onsite	[redacted]	-	$0.00
275	275 Support Specialist 5 Onsite	[redacted]	-	$0.00
285	285 Support Specialist 4 Onsite	[redacted]	-	$0.00
525	525 Apps Systems Analysis and Program Manager Onsite	[redacted]	-	$0.00
535	535 Apps Systems Analysis and Program Sup Onsite	[redacted]	-	$0.00
545	545 Apps Systems Analyst/Programmer - St Spec Onsite	[redacted]	-	$0.00
555	555 Apps Systems Analyst/Programmer - Lead Onsite	[redacted]	-	$0.00
715	715 Documentation Coordinator Onsite	[redacted]	-	$0.00
745	745 Technical Expert - Level 2 Onsite	[redacted]	-	$0.00
	TOTAL		[redacted]	**$525,120.50**

Task Order 12 **Office of Nuclear Material Safety and Safeguards Systems**

A. Background

The Office of Nuclear Materials Safety and Safeguards (NMSS) is responsible for ensuring the public health and safety through licensing, inspection, and environmental reviews for all activities regulated by the NRC, except operating power and all nonpower reactors, and for the safeguards technical review of all licensing activities, including export/import of special nuclear material, excluding reactors. NMSS develops and implements NRC policy for the regulation of activities involving the use and handling of radioactive materials, such as uranium recovery activities; fuel fabrication and development; medical, industrial, academic, and commercial uses of radioactive materials; safeguards activities; transportation of nuclear materials, including certification of transport containers, and reactor spent fuel storage; safe management and disposal of low-level and high-level radioactive waste; and management of related decommissioning. Safeguards responsibilities include developing overall agency policy, monitoring and assessing the threat to the environment, including liaison with intelligence agencies as appropriate, and those licensing and review activities appropriate to deter and protect against threats of radiological sabotage and threats of theft or diversion of special nuclear material at fuel facilities and during transport. NMSS identifies and takes action to control safety and safeguards issues for activities under its responsibility, including consulting and coordinating with international, Federal, State, and local agencies, as appropriate.

Most NMSS materials arena information systems support the mission of the Division of Industrial and Medical Nuclear Safety (IMNS), Materials Safety and Inspection Branch (MSIB). MSIB is responsible for the oversight and programmatic direction of materials uses associated with medical, academic, and industrial uses of byproduct materials, including direction to the NRC Regions regarding these activities. MSIB responsibilities include, but are not limited to, the following:

(1) provide regional coordination, allegation coordination, enforcement coordination, and event review and followup for the office

(2) identify and resolve generic problems and policy issues

(3) develop policy and procedures for assessing regional performance of materials licensing and inspection activities and coordinate office participation in the Integrated Materials Performance Evaluation Program

(4) provide technical support for training of regional and Agreement State materials licensing and inspection staffs

(5) review programmatic activities and participate in the development of technical and policy operations for regulations, regulatory guides, and policy statements

(6) develop and implement technical and policy guidance related to sealed sources and devices for Headquarters, Regions, and Agreement States

(7) conduct safety evaluation of sealed sources and devices

(8) conduct the exempt distribution licensing and the generally licensed device registration programs

(9) maintain all licensing database management systems associated with the above activities, including the Sealed Source and Device Registry, the General License Tracking System, the Reciprocity Tracking System, and the Licensing Tracking System

In addition to the MSIB systems, further NMSS responsibilities include, but are not limited to the following:

(1) tracking of resource usage by licensee category

1. maintenance of database management systems supporting tracking of resources and contract financial data, including the Regulatory Information Tracking System
2. maintenance of external worldwide Web pages (Internet) for effective and timely communication with the general public and particularly those concerned with the materials strategic arena
3. maintenance of internal Web (Intranet) pages and applications for effective operational support and communications within the materials and waste arenas and with all other concerned personnel with access to the Intranet
4. tracking of information regarding approved radioactive material containers and licensees approved for shipping such materials, which is supported by the Transportation Approval Package Information System (TAPIS)
5. tracking work items assigned to staff throughout NMSS, which is supported at the NMSS office level by the NMSS Work Item Tracking System (NMSSWITS)
6. tracking of contract financial management data using the Contract Status Tracking System (COSTS)

The database management systems mentioned above need periodic maintenance and operational support. In addition, changes to these systems are necessary to reflect minor changes in business requirements, such as additional management reports and updates to code tables. This task order provides the necessary support for the General License Tracking System (GLTS), Licensing Tracking System (LTS/1266), Reciprocity Tracking System (RTS/3615), Regulatory Information Tracking System (RITS), Region I Inspection Planning System (IPS), National Sealed Source and Device Registry System (NSSDRS), Transportation Approval Package Information System (TAPIS), NMSS Work Item Tracking System (NMSSWITS), and Contract Status Tracking System (COSTS).

In addition to the system support, NMSS requires support in maintaining and adding necessary content to the parts, sponsored by NMSS, of the NRC external Worldwide Web site. Currently, all external Web content is coded in the hypertext markup language (HTML). However, NMSS requires support using further Web-based tools that are approved for use in the NRC environment.

NMSS also requires similar support in maintaining and adding necessary content and functionality to the internal Web (Intranet) areas sponsored by the office.

Task Order 12 **Office of Nuclear Material Safety and Safeguards Systems**

B. Scope

The Contractor shall provide required support for the downloading of data for the NRC and its contractors and M&O support for the GLTS, LTS, RTS, IPS-RI, RITS, NSSDRS, TAPIS, NMSSWITS, and COSTS to provide the following assurances:

1. Operational activities (e.g., year-end carryovers) are timely, properly implemented, and tested.

2. Identified program "bugs" are corrected and tested.

3. These systems continue to function properly in NRC's operating environment.

4. Perfective maintenance (e.g., generation of a new report) identified by users of the systems is properly implemented and tested.

5. Necessary documentation is updated and complete.

The LTS system is scheduled to be replaced with the COTS product by January 2005. The Contractor shall provide support in retiring and/or migration of the LTS system.

The Contractor shall provide required support for maintenance of NMSS-sponsored content (pages and interfaces) hosted on both the internal and external NRC Web sites. This support shall include all necessary preparation and formatting of text, graphics, and image files. The Contractor shall ensure that all Web maintenance work is performed in compliance with prevailing NRC Web templates and standards for formatting and naming of Web content.

Examples of requests that might be submitted under this task order are provided in the attachment to this document.

C. Statement of Work

1. Maintenance

The Contractor shall be responsible for making necessary changes to ensure that identified problems with an application system are corrected and the system is returned to production in the shortest amount of time possible.

Maintenance Requests:

The NRC TOM/client shall notify the Contractor of system maintenance requests using the Rational ClearQuest change request system, in accordance with the Delivery Order, Statement Of Work, Section C.3, Subsections 3.1 "Maintenance" and 3.2 "Maintenance Change Request Process." The Contractor shall follow the procedures contained in the "OIS Application Change Request System Guide using Rational ClearQuest" to document all maintenance work performed and completed.

a) Systems to Be Serviced

Task Order 12 **Office of Nuclear Material Safety and Safeguards Systems**

System Name	System Number	System Acronym	Software	Platform	Allotted Level of Effort
Licensing Tracking System	1266	LTS	RAMIS, Assembler, VS-Cobol	Mainframe	1000 h/y
General License Tracking System	B0041	GLTS	Powerbuilder, Sybase, OCR for Forms (COTS)	Client Server	3000 h/y
Reciprocity Tracking System	3615	RTS	Clipper, Blinker, dBaseIII+	PC/LAN	300 h/y
Regulatory Information Tracking System	1290	RITS	Cobol, DB2, ISPF, PL/1	Mainframe	300 h/y
Region I Inspection Planning System	9817	IPS-R1	Cobol, DB2, ISPF, QMF, Wylbur	Mainframe	125 h/y
National Sealed Source and Device Registry System		NSSDRS	Powerbuilder, Sybase	Client Server	500 h/y
Transportation Approval Package Information System		TAPIS	DB2	Mainframe	300 h/y
Work Item Tracking System	3607	NMSSWITS	Clipper	PC/LAN	200 h/y
Contract Status Tracking System		COSTS	MS Access 2002 and VBA;	PC/LAN	400 h/y

The above estimates may change and are provided as guidance for planning and scheduling purposes.

1. Definitions

Maintenance—application systems maintenance shall include, but not be limited to, modification of code, tables, and data; creation of reports and queries; performing analysis and troubleshooting; and establishing and executing backups, restores, archives, and other systems housekeeping duties.

2. Initiation of Work

For system maintenance/retirement, each work request may be submitted by an email or written correspondence from the NRC TOM to the Contractor responsible for the upkeep of the application. The Contractor shall determine the magnitude of the work request and notify the NRC TOM by email or other written correspondence within 1 week of the request. The correspondence required of the Contractor depends on the magnitude of the work request.

For Web maintenance work, work requests may be submitted by an email or written correspondence from the NRC TOM, an NMSS Webmaster, or Web content sponsor who the NRC TOM has authorized as a requestor. The NRC

TOM shall keep the Contractor informed of all authorized Web support requesters.

d. Independent Action

Corrective maintenance work or data downloads requiring 24 business days or less to complete shall be accomplished by the Contractor without prior NRC TOM approval. For fix-it-if-it-is-broken" work that is over 24 business days, the Contractor shall provide an email or other written estimate to the NRC TOM within 1 business day of receipt of the request. Upon NRC TOM approval, the Contractor is to immediately commence and complete requested work.

For Web maintenance work, the Contractor may complete individual tasks requiring 16 hours or less to complete, if the request is received from tone of the NMSS Webmasters. Requests received from others should be immediately forwarded to the NRC TOM, with a copy to the primary NMSS Webmaster. For Web work that is over 16 hours, the Contractor shall provide an email or written estimate to the NRC TOM within 1 business day of receipt of the request. Upon NRC TOM approval, the Contractor is to immediately commence and complete the requested work.

e. Work Actions Requiring Preapproval

For work consisting of modifications to code tables, data validation, troubleshooting (nonoperations), backups, restores, archives, query value change, and the like, which require 32 hours or less to complete, the Contractor shall provide an email or other written estimate and scope to the NRC TOM within 1 business day of receipt of the request. Work will begin upon receipt of the emailed authorization from the NRC TOM.

For all other work requiring less than 40 hours to complete, the Contractor shall provide, within 1 week of the request, the estimated number of hours to complete the work and the estimated start and completion date. The work may be performed without further approval from the NRC TOM.

Work which will require over 40 hours to complete (code, document, and test) will require the Contractor to email or provide written correspondence with an assessment of the effort required and the earliest start and completion dates. The estimate is due within 1 week of receipt of the request. The NRC TOM shall review the Contractor's assessment and make a decision as to whether the work should be authorized and email the authorization response to the Contractor within 1 week of receipt. Authorized actions shall be performed by the Contractor within 5 workdays of authorization, unless a longer time is approved by the NRC TOM.

2. Retirement/Migration

The Contractor shall be responsible for performing the activities that are necessary for proper retirement and/or migration of the LTS system. This activity shall include, but is not limited to, the following:

- developing procedures (archive and restore)
- testing procedures
- migration

—participate in developing and/or executing Migration Plan
—notify users of migration
—conduct parallel operations as needed
—notify all concerned; archive all records
—provide data extracts as needed

- software retirement

—document plans for retirement
—notify all users of plans and activities
—conduct parallel operations
—notify all concerned; archive all records
—keep data from retired product per guidance

The time allotted for the LTS level of effort in the maintenance section includes this activity.

The process for performing retirement/migration activity shall be the same as maintenance work (Section C.1.b–1.e).

3. Freedom of Information Act (FOIA) Processing
The estimated level of effort for FOIA processing is 50 hours per year.

The Contractor shall provide time estimates within 1 day and extract reports and forward extracted data ("read-me" file, "data," "unzip" file, and "code value" files, if appropriate) to the FOIA Section via email within 2 days of the request.

If the request is for materials information and the LTS database, a copy of the LTS.CODES (standard file created by a contractor and provided once to FOIA Section) shall be copied to the same diskette.

The Contractor shall perform work needed to extract data that satisfies the FOIA requests using the appropriate databases. The Contractor shall perform data extraction from the source database and deliver resultant data in the format requested via email. This may include a special preparation for comma-delimited, database, or spreadsheet format. (NOTE: In the absence of any specific formatting request, the data shall be extracted in fixed-length record format.)

The Contractor shall be required to download the data to its PC, which may require that procedures be developed for running programs against the requested system.

The Contractor shall verify the transferred data against the source data for correctness of content and on the Contractor's PC for physical integrity.

If requested, the Contractor shall reformat the data into alternative output modes. This may require the creation of a comma-delimited format, creating a dBASE file

or a similar PC database format, or a format compatible with other desktop software such as WordPerfect or Lotus 1-2-3.

If the data file is too large to fit onto a single 3.5" diskette, the Contractor shall compress the file using the utility PKZIP in a self-extracting format. This is primarily for the convenience of the requestor; however, it is also useful for expedited delivery to the FOIA Section.

The Contractor shall verify the compressed file within the utility by expanding it and validating the content for readability before delivery to the NRC.

The Contractor shall deliver a help file providing information on use of the file(s) being placed on the diskette to the FOIA Section. This, as well, shall include a detailed description of the extracted data field layouts, as well as an explanation of how to expand the compressed data file.

The Contractor shall transport the final data file, help file, and codes file to the FOIA Section via email for inclusion on the requestor's response diskette.

4. Standard Work Approach

The Contractor shall establish a configuration management plan in accordance with Sections A and C of this delivery order.

The Contractor and the NRC TOM shall attend, as required, occasional meetings (average of 2 per month—the number of meetings may be higher than average when work is being performed or is more complex) to discuss the work and schedule.

The application's change log, as necessary, shall reflect the modifications made for each work request. All required documentation outlined in the NRC PMM and CMP shall be updated to reflect the modifications.

When performing work on the GLTS, the NSSDRS, or any other system developed in the PowerBuilder environment, the Contractor shall comply with the attached NMSS PowerBuilder programming standards, entitled, "Powerbuilder Software Development Standards." In cases of emergency maintenance or when the Contractor believes compliance with these standards would be impractical, the Contractor may request, by email, a task-specific waiver from the NRC TOM.

During the performance period of this contract, the Contractor shall maintain the build log for each system in a public/shared disk location accessible to the NRC TOM. This log shall be stored in a format accessible using products in the NMSS standard desktop configuration (e.g., Corel Office or MS Office). The log shall contain the following information:

- system
- build number (nn.nn.nn)

- date build was created
-
- description of work related to build (e.g., Change Proposal titles and/or brief descriptions from Problem Reports)
-
- Reason for build (e.g., internal contractor testing, predelivery regression testing, independent verification and validation (IV&V) review, CM check-in)

Where possible, this build number shall be included in the system interface (e.g., splash screens and Help->About). The Contractor shall include the build number in all correspondence and forms related to delivery and deployment of each build. The Contractor shall assign a new build number every time the system is delivered to the NRC, including deliveries for preacceptance testing, requirements clarification, demonstrations, or IV&V reviews. The Contractor shall also assign a new build number to the version tested while generating the acceptance test log for delivery to the NRC before CM check-in. The Contractor may assign a new build number every time the system is recompiled or a build is generated, even for internal testing. For a given work effort (group of Problem Reports and Change Proposals), the Contractor shall assign build numbers associated with the prior (current production) version until the final build is delivered for CM check-in. For example, if the current production version is build 02.02.14, the Contractor shall use the numbers 02.02.15-02.02.99 before preparing the final build for CM check-in. Using this example, the final build would be 02.03.00 or 03.00.00, if the NRC deemed it a significant upgrade.

Before beginning work on a given build, the Contractor shall review the RequisitePro and/or ClearQuest data and ensure that all Problem Reports and Change Proposals related to the build are in the appropriate Rational data store and that they have been updated to associate them with the target build. The target build shall be the version number agreed to by the NRC TOM and will always have 00 in the third part.

When performing work on any PC or LAN-based system (including client server) covered under this task order, the Contractor shall use the Rational Robot and TestManager tools for functional testing. The Contractor shall follow the "NMSS Automated Functional Testing Standards," consulting the NRC TOM as needed for guidance on test coverage.

For each maintenance build on systems covered by automated testing, the Contractor shall develop one or more Robot scripts to demonstrate that the issues (Problem Reports and Change Proposals) related to the given build were successfully addressed. Before recording these scripts, the Contractor shall refresh the database using the database image from the August 22, 2002, production database dump, then replaying the prevailing suite of regression test scripts. The Contractor shall not modify any of the NRC regression test scripts or other scripts once delivered to the NRC without explicit NRC direction to do so.

Note: Currently, only the GLTS is covered by automated testing.

D. Place of Performance

Performance of this task order shall be accomplished primarily at the Contractor's facilities. Access to the NRC facilities shall be provided as required for the contractor's personnel during normal working hours for the duration of this task order.

E. Schedule of Deliverables

System Maintenance

Deliverable	Responsibility	Delivery Schedule
Email the NRC TOM with details of work request	NMSS staff or authorized alternate	As necessary
Email (or other written correspondence) to the Contractor for an assessment of the work request	NRC TOM	Within 2 days of receipt of work request, Contractor ticket, or email from the NRC TOM for fix or other work
Email (or other written correspondence) to the NRC TOM with an assessment of effort required and the earliest start and completion dates	Contractor	Within 1 week after receipt of work request requiring less than 40 hours, but greater than 16. Not required for work requests less than 16 hours.
Review Contractor assessment and email authorization response to the Contractor.	NRC TOM and NMSS Lead User or authorized alternate	Within 1 week after receipt of Contractor's assessment of effort
Completion of the authorized work (including prototyping, testing, deployment, installation, and training).	Contractor	Within a period of time specified either by the Contractor in the estimate response or as negotiated with the NRC TOM
Update the Contractor Biweekly Status Report for Requested Perfective Maintenance	Contractor	Biweekly, as required.

Deliverable	Responsibility	Delivery Schedule
Build log, assigning build identification numbers to all NMSS systems covered by this task order	Contractor	No later than 14 days after award of this modification
Test log report from Rational TestManager showing successful completion of regression testing on product (e.g., build being delivered). Note: Only applies to systems for which the NRC has provided a suite of regression test scripts.	Contractor	Before submission for NRC acceptance testing and configuration management check-in
Draft Rational Robot script(s) demonstrating successful completion of work on all Change Proposals or Problem Reports covered by a given system build	Contractor	At least 10 days before delivery of build for NRC acceptance testing
Comments and/or acceptance notification regarding review of draft Rational Robot script(s) demonstrating successful completion of work on all Change Proposals or Problem Reports covered by a given system build	NRC	No more than 7 days after receipt of the draft scripts
Final Rational Robot script(s) demonstrating successful completion of work on all Change Proposals or Problem Reports covered by a given system build	Contractor	At time of submission of build for NRC acceptance testing and configuration management check-in

Deliverable	Responsibility	Delivery Schedule
Test log report from Rational TestManager showing successful completion of the Robot script(s) demonstrating successful completion of work on all Change Proposals or Problem Reports covered by a given system build	Contractor	Before submission for NRC acceptance testing and configuration management check-in
System build and all related artifacts for IV&V review to ensure compliance with prevailing programming standards and work specifications	Contractor	As requested by the NRC TOM or specified in project schedules

Web Maintenance

Deliverable	Responsibility	Delivery Schedule
Revisions to existing HTML documents (may include graphics and images)	Contractor	Delivery of appropriately named file, ready for posting, within 2 business days of receipt of all necessary information to complete the task
Authoring of new HTML documents (may include graphics or images)	Contractor	Delivery of appropriately named file, ready for posting, within 3 business days of receipt of all necessary information to complete the task
Other Web maintenance tasks requiring less than 16 hours	Contractor	Completion within 4 business days or receipt of all necessary information to complete the task

Deliverable	Responsibility	Delivery Schedule
Email the NRC TOM with details of work request	NMSS staff or authorized alternate.	As necessary
Email (or other written correspondence) the Contractor for an assessment of the work request	NRC TOM	Within 2 days of receipt of work request, Contractor ticket, or email from the NRC TOM for maintenance
Email (or other written correspondence) the NRC TOM with an assessment of effort required and the earliest start and completion dates	Contractor	Within 1 week after receipt of work request requiring greater than 16 hours of effort
Review contractor assessment and email authorization response to the Contractor	NRC TOM and NMSS Lead User or authorized alternate	Within 1 week after receipt of Contractor's assessment of effort
Completion of the authorized work (including prototyping, testing, deployment, installation, and training)	Contractor	Within a period of time specified either by the Contractor in the estimate response or as negotiated with the NRC TOM
Update the Contractor Biweekly Status Report for Requested Perfective Maintenance	Contractor	Biweekly, as required
For Web-based functional modules requiring documentation or users guides, guidance under "System Maintenance" (above) applies	Contractor	See above

FOIA Processing

Once the request is received from NMSS, the Contractor shall respond to the FOIA request within 2 business days. If any problem occurs which interferes with this basic requirement, the NRC TOM should be immediately notified.

The FOIA requestor will be notified by the FOIA Section if any FOIA request requires in excess of 1 hour for data extraction. Under this task order, no work will be done if the estimation exceeds 1 hour without prior FOIA Section authorization.

F. Expertise/Skills

The Contractor shall provide personnel with the following skills:

- working experience with and knowledge of the applications listed under this task order

- experience and knowledge in working with the NIH mainframe, ISPF, TSO, CLIST, IBM9370, XEDIT, CMS, COBOL, CLIPPER 5x (and associated libraries), PowerBuilder, Sybase System, OCR for Forms, and RAMIS II

- working experience with and knowledge of a client server development tool(s)

- working experience and knowledge of HTML, Web graphics preparation, and other Web development tools approved for use at the NRC

- knowledge of the Rational Suite Enterprise package, specifically the Robot and TestManager testing tools, ClearQuest defect/change management tool, and RequisitePro requirements management tool.

  —Robot and TestManager: Staff supporting testing of maintenance work on PC, LAN, of client server systems shall be able to run existing Robot scripts and interpret the test logs. At least one member of the Contractor's staff shall also be capable of recording, debugging, and editing Robot scripts.

  —ClearQuest: Staff supporting maintenance of any NMSS system covered under this task order shall be capable of using ClearQuest to retrieve information regarding logged defects. Staff supporting logging of defects or changes (as directed by the NRC) shall be capable of entering defect reports into ClearQuest.

  —RequisitePro: Staff supporting maintenance of any NMSS system covered under this task order shall be capable of using RequisitePro to retrieve information regarding logged requirements.

G. Task Order Manager

The manager for this task order is Menelik Yimam, (301) 415-0200.

Task Order 12—ATTACHMENT

Data Needed for NMSS-01 for Systems Maintenance

Emergency Help

For example, a request for a new docket did not work. The docket provided had already been used 3 months ago. This had to be investigated immediately to make sure the database was not corrupt.

Ad Hoc Reports

Occasionally new reports are needed because of changes in budget policy, fees requirements, or the like. If these reports require arithmetic calculations, help will be needed from the Contractor.

Modify/Add/Delete Fields

The LTS analyst has the ability to add new reviewer codes. If a number is entered in error, the Contractor must delete.

Modify Lookup Tables

New isotope—Samarium-1 54
New program code—future rule changes may require

QA of Existing Fields

Uploads/Downloads

When a State becomes an Agreement State, a mass change of status is required. Incorrect data may occur (e.g.,. GLTS did not consider Massachusetts an Agreement State)

System Repairs

Add/Modify Standard Reports
It may be necessary to add or modify standard reports for the following reasons:

- management changes regarding statistical information
- modification for rule changes
- administrative changes (e.g., fees)
- need for incremental committing of funding

RTS

Listed below are two examples of perfective maintenance:

(1) add fields for license expiration date, docket number, and inspection report number
(2) add ability to search by reference number for multiple locations

Clarifications:

Guidance: The regulations provide for revisions of NRC Form 241 for additional work locations or clients or for changes to the radioactive material or work activities that differ from the information submitted on the initial Form 241. Revisions to Form 241 require a fee payment. However, providing the Regional office information that clarifies or deletes specific locations or work sites, work site contacts, or dates of work are categorized as clarifications and do not require a fee.

Problem: Licensees provide their whole client list with the initial Form 241 submission and then send in clarifications to avoid the revision fees. This has resulted in a significant increase in the number of clarifications processes; however, the RTS does not track clarifications, so only an estimated number exists.

Solution: Revise the RTS to add the ability to count the number of clarifications performed.

Revisions:

Guidance Revisions to Form 241 require a fee payment.

Problem: Licensees send in a revision request with the fee payment. The revision request may require that several items be revised in the RTS. The RTS is designed to "count each change as a revision, resulting in the RTS counting several revisions for each fee payment. Therefore, LFARB is unable to reconcile the number of actual revision requests received with fees collected to the number of revisions performed in the RTS.

Solution: Devise a way to allow the RTS to count the revision without counting each change made to the reciprocity information for that revision.