

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 9

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

GSA NO. NRC-DR-33-10-365

1. DATE OF ORDER SEP 20 2012		2. CONTRACT NO. (if any) G835F4704G		3. SHIP TO:	
3. ORDER NO NRC-T018		4. REQUISITION/REFERENCE NO RPPA#: EDO-12-016 FAINYS#: 122985		5. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
6. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Division of Contracts ATTN: Jerry Purcell Jr. Mail Stop: TWS-01-810M Washington, DC 20555				7. STREET ADDRESS OIS/BPIAD ATTN: Tu Tran Mail Stop: O-6-D3M	
7. TO:		8. CITY Washington		9. STATE DC	
10. NAME OF CONTRACTOR ADVANCED TECHNOLOGY SYSTEMS INC A T S C		11. DUNS# 037753399		12. ZIP CODE 20555	
13. COMPANY NAME		14. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY			
15. STREET ADDRESS 7925 JONES BRANCH DR		16. 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. Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.			
17. CITY MC LEAN		18. STATE VA		19. ZIP CODE 221023343	
20. ACCOUNTING AND APPROPRIATION DATA B&R: 2012-7X-510-106 JC: N7486 BOC: 252A APPN: 31X0200 DUNS: 037753399 NAICS: 541511 Obligation Amount: \$82,457.25				21. REQUISITIONING OFFICE EDO Office of Chief Information Officer	
22. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input 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				23. F.O.B. POINT N/A	
24. INSPECTION N/A		25. GOVERNMENT B/L NO N/A		26. DELIVER TO P.O.B. POINT ON OR BEFORE (Date) See Attached SOW	
27. ACCEPTANCE N/A		28. DISCOUNT TERMS N/A		29. 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)
	<p>Task Order No. 18 under Delivery Order No. NRC-DR-33-10-365</p> <p>The Contractor shall provide the U.S. Nuclear Regulatory Commission with system requirements analysis services in accordance with the terms and conditions of the GSA Federal Supply Contract No. G835F4704G; and Delivery Order No. NRC-DR-33-10-365; and within the scope of the attached statement of work (SOW). The NRC COR is Tu Tran; PH: (301) 415-7119; email: Tu.Tran@nrc.gov</p> <p>Reference is made to Salient Federal Solution's proposal dated August 30, 2012.</p> <p>See attached pages for details of Task Order No. 18.</p> <p>Michael J. Bufis Jr. <small>Digitally signed by Michael J. Bufis Jr. DN: cn=Michael J. Bufis Jr., o=U.S. Nuclear Regulatory Commission, email=Michael.J.Bufis@nrc.gov, c=US</small> Acceptance: _____ Date: <u>9/20/2012</u></p>					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		21. TOTAL (Conv. pages)	
						1770 TOTAL (Conv. pages)	
21. MAIL INVOICE TO:							
a. NAME Dept. of Interior/National Business Ctr. e-mail address: NRCPayments@nbc.gov							
b. STREET ADDRESS (or P.O. Box) ATTN: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue				PHONE FAC:		1770 GRAND TOTAL	
c. CITY Denver		d. STATE CO		e. ZIP CODE 80235-2230		Obligation \$82,457.25	
22. UNITED STATES OF AMERICA BY (Signature) <i>[Signature]</i>				23. NAME (Typed) William Adams Contracting Officer TITLE: CONTRACTING ORDERING OFFICER			

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OPTIONAL FORM 347 (REV. 3/2012) PRESCRIBED BY GSA/FAR 48 CFR (3.213)

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 21 2012

ADM002

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SECTION B - GENERAL TERMS

B.1 FSS-BPA TERMS AND CONDITIONS

This order is subject to the terms referenced in BPA NRC-DR-33-10-365 and the General Services Administration (GSA) Federal Supply Schedule Contract # GS35F4704G.

B.2 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20

B.3 WHISTLEBLOWER PROTECTION FOR NRC CONTRACTOR AND SUBCONTRACTOR EMPLOYEES (AUG 2011)

(a) The U.S. Nuclear Regulatory Commission (NRC) contractor and its subcontractor are subject to the Whistleblower Employee Protection public law provisions as codified at 42 U.S.C. 5851. NRC contractor(s) and subcontractor(s) shall comply with the requirements of this Whistleblower Employee Protection law, and the implementing regulations of the NRC and the Department of Labor (DOL). See, for example, DOL Procedures on Handling Complaints at 29 C.F.R. Part 24 concerning the employer obligations, prohibited acts, DOL procedures and the requirement for prominent posting of notice of Employee Rights at Appendix A to Part 24 entitled: "Your Rights Under the Energy Reorganization Act".

(b) Under this Whistleblower Employee Protection law, as implemented by regulations, NRC contractor and subcontractor employees are protected from discharge, reprisal, threats, intimidation, coercion, blacklisting or other employment discrimination practices with respect to compensation, terms, conditions or privileges of their employment because the contractor or subcontractor employee(s) has provided notice to the employer, refused to engage in unlawful practices, assisted in proceedings or testified on activities concerning alleged violations of the Atomic Energy Act of 1954 (as amended) and the Energy Reorganization Act of 1974 (as amended).

(c) The contractor shall insert this or the substance of this clause in any subcontracts involving work performed under this contract.

B.4 52.217-8 OPTION TO EXTEND SERVICES (NOV 1999)

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 within 30 days.

**STATEMENT OF WORK
TASK ORDER 018
System Requirements Analysis**

1.0 Background

The NRC is currently enhancing and streamlining our performance management process as the result of findings from a Business Process Improvement (BPI) Project. One of the BPI recommendations was to acquire an enterprise-wide performance management toolset to support the performance management process and automate, standardize, and streamline data collection and reporting. The NRC currently uses SharePoint 2007 to support this activity. This tool has many limitations, and the NRC is looking for a more robust and flexible tool to support all of our performance management requirements.

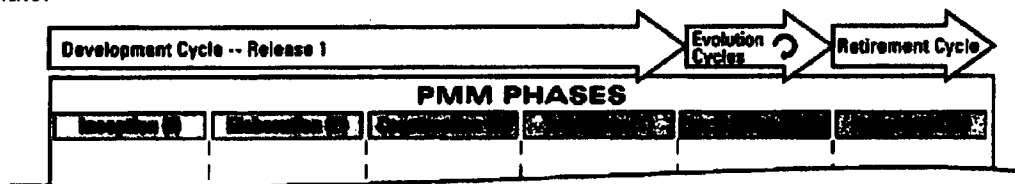
2.0 NRC Roles and Responsibilities

The NRC Contracting Officer Representative (COR) will be responsible for providing technical guidance to the performing organization. All work products must be reviewed and approved by the NRC COR before they are submitted as final documents; all technical direction given to the performing organization must be consistent with the work scope and schedule of the applicable task order. The NRC COR is not authorized to unilaterally make changes to the approved work scope or schedule for the task, or give the performing organization any direction that would increase costs over approved levels.

3.0 Objective

The objective is to develop requirements for an electronic-based support system that will facilitate performance management and analysis at the NRC. Per Management Directive 2.8, the Project Management Methodology (PMM) required for use in the development of any NRC system, the work in this task order shall comprise the Inception phase of the overall development lifecycle. Once the vision document and requirements have been established and proper approvals have been obtained from the NRC information technology governance boards, a follow-on task order(s) may be issued to develop the system based on the requirements derived from this work. That project will encompass Elaboration, Construction, and Transition.

PMM Template:



4.0 Technical Qualifications

The contractor must comply with the prevailing version of the NRC Project Management Methodology (PMM). Additionally, expertise and proficiency is required in the following areas: (1) Rational Unified Process (RUP); (2) Rational Enterprise Suite; Rational Professional Bundle (RPB); (3) Microsoft SharePoint 2010, (4) IBM FileNet

P8, (5) project management; (6) software development lifecycle (SDLC); (7) industry software development best practices; and (8) expertise in business intelligence and data architecture.

5.0 Level of Effort

The estimated level of effort for this task is hours.

6.0 Period of Performance

The period of performance for this task order is September 24, 2012 – July 9, 2013.

7.0 Price Schedule

Job Category	Rate	Hours	Firm-Fixed Price
Principle Software Developer			
Process Manager			
Requirements Analyst			
Total			\$ 82,457.25

8.0 Consideration and Obligation

The total estimated amount of this task order (ceiling) for the services ordered, delivered, and accepted is \$82,457.25. The Contracting Officer may unilaterally increase this amount as necessary during the period provided it is within any maximum ordering limitation prescribed under the contract.

9.0 Scope of Work

The contractor shall:

- a) Utilize the Rational product suite as required by the NRC Contracting Officer Representative and in compliance with the prevailing NRC PMM. The contractor will be given access to NRC's rational system during this effort.
- b) Provide to all Contractor staff training required to ensure effective use the Rational Product Suite that the Contractor is to use, as directed by the NRC COR.
- c) Provide all system documentation.
- d) The contractor shall use the Rational Jazz Suite to develop the deliverables. The key Rational Jazz product for this task order is Requirements Composer.
- e) Unless otherwise specified, all deliverables developed under this task order must be formatted in Microsoft Word, PowerPoint, Excel (version 2003 or later version as approved by the COR), or PDF.
- f) The templates used for each deliverable shall be developed by the Contractor and approved by the NRC COR. Any changes to these templates must be approved by the NRC COR.
- g) All deliverables and supporting documentation gathered or developed under this task order may not be stored on any device or piece of equipment that has not been approved by the NRC COR.
- h) The contractor shall perform all necessary tasks for evaluating potential technologies and gathering and finalizing requirements. This includes application prototyping
- i) Develop a system that enables NRC managers to monitor agency performance.
- j) Develop a system that enables NRC Business Line leads to monitor performance for their Business Line.
- k) Develop a system that enables offices throughout the NRC to report and monitor their performance in support of Business Line goals and strategies.

TASK REQUIREMENTS

Task 1: Project Management and Operational Support

The Contractor shall provide a full range of IT project management, business process analysis, and consulting services that assist in ensuring that the system meets NRC standards. The existing OEDO Performance Management System is a SharePoint-based system. Analysis of this system will be required to gather requirements for the future system and to identify any near term enhancements that may be required for migrating data and reporting purposes. The Contractor may be required to implement these changes in coordination with the NRC COR.

Task 2: OEDO Performance Management System Requirements Gathering

Task 2 consists of four subareas:

a) Develop Vision Document

1. Summary:

The contractor shall develop a Vision Document using the Project Management Methodology (PMM) template.

2. Requirements:

Based on the contractor's analysis of the NRC-provided documents, and interviews and workshops with stakeholders, the contractor shall develop a Vision Document using the Project Management Methodology (PMM) template. The Vision Document shall be augmented with an Alternatives Analysis to assist the NRC COR, the Information Technology Board and technical staff in the event that a new technology must be introduced to the NRC environment.

Prior to development of the electronic support system described in the Vision Document, the contractor shall advise the NRC COR on technology alternatives, industry best practices for developing and implementing the proposed electronic support system through the Alternatives Analysis. The NRC COR, in coordination with representatives from OEDO will review the proposed alternatives and provide comments.

As part of the Vision document, the contractor shall provide the NRC COR recommendations for the development of support system to meet the requirements outlined in the Vision document.

3. Standard:

The deliverable shall be prepared in accordance with the research quality standards specified in this SOW and provided to the NRC COR in accordance with the agreed upon schedule. The contractor should plan on engaging the potential user community early in the project for the purpose of gathering functional requirements.

b) Develop Preliminary System Requirements Specifications

1. Summary:

The contractor shall develop a draft Preliminary System Requirements Specification document.

2. Requirements:

Based on the information provided by the NRC and gathered by the contractor, the contractor shall author a draft Preliminary System Requirements Specification document and distribute to the NRC COR for review and comment. The contractor shall then incorporate feedback provided by the NRC COR into a final Preliminary System Requirements Specification document which will be used as the basis for development of a prototype application.

3. Standard:

The deliverable shall be prepared in accordance with the research quality standards specified in this SOW and provided to the NRC COR in accordance with the agreed upon schedule.

c) Develop a Prototype Application

1. Summary:

The contractor shall prepare a prototype and a presentation to demonstrate the preferred design.

2. Requirements:

The contractor shall prepare a prototype and a presentation to demonstrate the preferred design with representatives OEDO. The date of this presentation shall be coordinated with the NRC Contracting Officer. The presentation of the prototype shall, at a minimum, allow for the discussion of advantages and disadvantages of the proposed design.

3. Standard:

The deliverable shall be prepared in accordance with the research quality standards specified in this SOW and provided to the NRC COR in accordance with the agreed upon schedule. Prototype and presentation to NRC staff will be coordinated.

d) Develop Final System Requirements Specifications

1. Summary:

The contractor shall prepare a draft Final System Requirements Specification.

2. Requirements:

Based on feedback received as a result of presentations and demonstrations of the prototype, the contractor shall update the Preliminary System Requirements Specification and prepare a draft Final System Requirements Specification and distribute to the NRC COR for review and comment.

The contractor shall then incorporate feedback provided by the NRC COR into a Final System Requirements Specification document which will be used as the basis for development of a production application.

3. Standard:

The deliverable shall be prepared in accordance with the research quality standards specified in this SOW and provided to the NRC COR in accordance with the agreed upon schedule. Final System Requirements Specification to NRC staff will be coordinated as specified in this SOW.

Task 3: Monthly Letter Status Report

1. Requirements:

A Monthly Letter Status Report (MLSR) is to be submitted to the NRC COR by the 20th of the month following the month to be reported with copies provided to the following:

Resource Name: TuTran@nrc.gov

Jerry.Purcell@nrc.gov

The MLSR will identify the title of the project, the job code, the contractor, the Principal Investigator, the period of performance, the reporting period, summarize each month's technical progress, list monthly spending, total spending to date, and the remaining funds and will contain information as directed in NRC Management Directive 11.1. Any administrative or technical difficulties which may affect the schedule or costs of the project shall be immediately brought to the attention of the NRC COR.

2. Standard:

The MLSR shall be submitted to the NRC COR by the 20th of the month following the month to be reported.

10.0 Deliverables:

Deliverable	Section	Schedule
Recommendations for development of the performance management system	Task 1	30 business days After Award
Vision Document	Task 2	60 business days After Award
Preliminary system requirements specifications	Task 2	90 business days After Award
Prototype application	Task 2	60 business days from acceptance of preliminary system requirements specifications
Final system requirement specifications for implementing tool	Task 2	60 business days from acceptance of prototype application
Monthly Letter Status Report	Task 3	20 th day of each month during the period of performance

11.0 Meetings and Travel

N/A.

12.0 NRC Furnished Materials

For contractor personnel performing work at the NRC headquarters site will be given access to administrative software necessary for the contractor to work effectively in NRC's network environment, which includes the IBM Rational Software.