



**UNITED STATES  
NUCLEAR REGULATORY COMMISSION**

WASHINGTON, D.C. 20555-0001

September 30, 2003

OA Corporation  
ATTN.: Mr. Jeffrey Chesko  
7375 Executive Place  
Seabrook, Maryland 20706

**SUBJECT: TASK ORDER 16 ENTITLED "OFFICE OF THE SECRETARY WEB SITE (SECY-02)" UNDER NO. NRC-33-03-342-005**

Dear Mr. Chesko:

In accordance with the Section entitled "Task Order Procedures", of the subject delivery order, this letter hereby definitizes Task Order 16. This effort shall be performed in accordance with the enclosed Statement of Work (SOW).

The following individuals are considered essential to the successful performance of the work hereunder: Michael Daley and James Boykin. 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.

Your contacts during the course of this task order are:

Technical Matters: Joan Hoffman - (301) 415-7194  
Contractual Matters: Joyce Fields - (301) 415-6564

The period of performance for Task Order 16 shall commence October 18, 2003 and expire October 17, 2005. The total cost ceiling for the two year period is \$174,267.38.

This Task Order 16 obligates funds in the amount of \$50,000.00. 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.

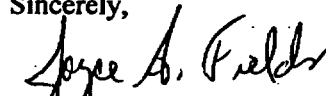
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Delivery No. NRC-33-03-342-005  
Task Order 16

Accounting data for this action is as follows:

|                        |             |
|------------------------|-------------|
| Appropriations Symbol: | 31X0200.37L |
| Accounting ID Number:  | N0334200516 |
| B&R Number:            | 37L15546160 |
| BOC Code:              | 252A        |
| Job Code:              | J7034       |
| Commitment Number:     | RQ70030164  |
| Amount Obligated:      | \$50,000.00 |

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

Sincerely,



Joyce A. Fields, Contracting Officer  
Contract Management Center 1  
Division of Contracts

Enclosure:  
As stated