

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

3PA NO.

1. CONTRACT ID CODE

PAGE

OF PAGE

1

1

2. AMENDMENT/MODIFICATION NO.

M025

3. EFFECTIVE DATE

SEP 21 2008

4. REQUISITION/PURCHASE REQ. NO.

CIO-03-341 7/17/06

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

3100

7. ADMINISTERED BY (If other than Item 8)

CODE

3100

U.S. Nuclear Regulatory Commission
Div. of Contracts, CMB3
Attn: Manon Butt, Cont Spc, 301-415-7035
Mail Stop T-7-I-2
Washington, DC 20555

U.S. Nuclear Regulatory Commission
Div. of Contracts
Mail Stop T-7-I-2

Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

INFORMATION MANUFACTURING CORPORATION

310 STATE ROUTE 956

ROCKET CENTER WV 26726-9229

CODE 013695486

FACILITY CODE

(X)

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.
GS35F0522J NRC-33-03-34110B. DATED (SEE ITEM 13)
09-06-2003

X

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

2. ACCOUNTING AND APPROPRIATION DATA (If required)

B&R: 60-15-111-197 JCN: N6349 BOC: 252A AN: 31X0200.660
DUNS # 013695486 FFS # RES-C06-025 OBLIGATE \$206,660.99

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X) A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation data, etc.) SET FORTH IN ITEM 14; PURSUANT TO THE AUTHORITY OF FAR 43.103(d).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

D. OTHER (Specify type of modification and authority) Bilateral Modification

IMPORTANT: Contractor ☐ is not, ☒ is required to sign this document and return 2 copies to the issuing office.

DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

Reference Order NRC-33-03-341 for Document Processing Center Support Services, and subsequent modifications.

This order is modified to exercise and increase the level of effort under Task 16 (Optional) - ADAMS Document Retrofit, Option Year Two, to revise Task 16 Option Year 2 pricing and Statement of Work, to add incremental funding, and to increase the ceiling amount, as described on the following pages.

Information Manufacturing Corporation (IMC) Contact: Tim M. Scaletta, Assistant Director of Contracts, phone 304-726-4407, fax 304-726-4768, IMC phone 304-726-4809, email TScaletta@imcwv.com

NRC Project Officer: Keith R. Shaw Sr., OIS/IRSD/ISB, Mail Stop O-3-H8, phone 301-415-3801, email KRS@nrc.gov

cept as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

NAME AND TITLE OF SIGNER (Type or print)

18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Robert B. Webber
Contracting Officer

1. CONTRACTOR/OFFEROR

15C. DATE SIGNED

18B. UNITED STATES OF AMERICA

18C. DATE SIGNED

(Signature of person authorized to sign)

(Signature of Contracting Officer)

Information in this record was deleted
In accordance with the Freedom of Information
Act, exemptions 4
FOIA- 2007-0115

STANDARD FORM 30 (REV. 10-83)

C-5

The purpose of this modification is to:

1. Exercise and increase the level of effort under Task 16 (Optional) - ADAMS Document Retrofit, for Option Year Two, thereby increasing the total estimated amount for Task 16, Option Year Two, by \$183,240.92, from \$23,420.07 to \$206,660.99. Revise the Statement of Work under Subsection C.4.16, Task 16 (Optional) - ADAMS Document Retrofit, to describe the increased level of effort for Option Year Two.
2. Provide incremental funding in the amount of \$206,660.99, thereby increasing the obligated amount of the order from \$8,155,453.44 to \$8,362,114.43.
3. Increase the ceiling amount of Option Year Two by \$183,240.92, from \$3,019,797.08 to \$3,203,038.00.
4. Increase the ceiling amount of the order by \$183,240.92, including Option Years One and Two, which were exercised by the Government, from \$11,732,312.83 to 11,915,553.75.
5. As a result, the total estimated value of the order, if all options are exercised, is increased by \$183,240.92, from \$14,418,692.83 to \$14,601,933.75.

Accordingly, the order is modified as follows:

1. Optional Form 347, under Item 17. SCHEDULE, second paragraph, as modified in Modification No. 24, is deleted entirely and replaced with the following in lieu thereof:

"The total estimated ceiling amount of this delivery order for the services ordered, delivered, and accepted under this order is \$11,915,553.75."
2. Optional Form 347, under Item 17. SCHEDULE, third paragraph, first sentence, as modified in Modification No. 23, is deleted entirely and replaced with the following in lieu thereof:

"The amount presently obligated with respect to this order is \$8,362,114.43."
3. Optional Form 348, under Item 17. SCHEDULE, fifth sentence, as modified in Modification No. 24, is deleted entirely and replaced with the following in lieu thereof:

"The total estimated amount of this order for Option Period Two is \$3,203,038.00."

4. The SCHEDULE OF PRICES, Option Year Two, Task 16, is modified to delete Task 16 pricing in its entirety and substitute the following in lieu thereof:

Task 16, Option Year Two Pricing (9/6/2006 - 9/5/2007) (Contract Year Four)				
SOW Task	Labor Category	Rate	Hours	Amount
Document Pre-Preparation (add to DETS)	OCR Operator II			\$2,042.04
Document Preparation/Recompilation	OCR Operator II			\$25,525.50
Document Preparation/Recompilation	Project Analyst I			\$4,566.64
Scanning	Department Manager III			\$2,861.04
Scanning	Conversion Worker I			\$30,066.86
Scanning	OCR Operator II			\$38,602.41
Image Inspection	Conversion Worker I			\$30,066.86
Image Inspection	OCR Operator II			\$41,788.98
ADAMS Add	OCR Operator II			\$2,042.04
Document Indexing (Profiling)	Index Specialist III			\$14,509.83
Profile Quality Control	Index Specialist IV			\$10,562.95
Declaring Official Agency Records (OARs)	Index Specialist III			\$1,742.52
Filing (Foremost) Official Agency Records (OARs)	Project Analyst I			\$2,283.32
Total				\$206,660.99

Exemption 4

5. Under Subsection C.4.16, Task 16 (Optional) - ADAMS Document Retrofit, of the Statement of Work, add the following after the last paragraph:

"Task 16 (Optional) - ADAMS Document Retrofit, Increased Level of Effort for Option Year Two

Background

The purpose of Modification 25 is to exercise and add additional contractor duties under Optional Task 16 - "ADAMS Document Retrofit," for Option Year Two, to respond to a request from the Office of Nuclear Regulatory Research (RES) to retrofit older RES paper documents

into ADAMS. The level of effort for this retrofit exceeds the level of effort defined under the current Statement of Work (SOW) for Optional Task 16. Therefore, it is necessary to define the level of effort and the specific tasks to be performed by the contractor and to update the pricing for this task based on the new requirements.

Level of Effort - Processing Volumes

The NRC estimates that this effort will include approximately 5,200 paper documents consisting of approximately 780,000 pages.

Processing Assumptions:

- 80% 4,160 Stand-Alone Documents (Unique Accession Numbers)
- 20% 1,040 ADAMS Packages - 2 Documents (Unique Accession Numbers) per Package
- 150 pages (images) per document (Unique Accession Number)

This equates to 20 documents per day over 251 workdays for a one year period. The NRC (Office of Nuclear Regulatory Research) shall be responsible for ensuring that the contractor has sufficient documents on-hand each day to meet this requirement.

Documents with Special Attributes:

- The majority of documents are publications and will require that bindings be cut in order to scan the documents.
- There are documents that require scanning at the A4 setting.
- There are documents that contain pull-outs.

Tasks

The contractor shall be responsible for performing the following basic document processing tasks:

- Document Pre-Preparation (add to DETS)
- Document Preparation/Recompilation
- Scanning
- Image Inspection
- Release (automated process)
- Validation (automated process)
- ADAMS Add
- Document Indexing (Profiling)
- Profile Quality Control
- Declaring documents Official Agency Records (OARs)
- Filing (ForeMost) Official Agency Records (OARs)

The contractor shall perform all tasks in accordance with the Document Processing Center (DPC) Standard Operating Procedures (SOPs). The contractor shall include statistics for this task in the Daily Production Indicators Report and the Monthly Progress Report. The contractor shall also maintain and report labor hours and other associated costs separately from other tasks in its monthly invoices.

Note: There is no requirement to replicate or distribute documents as part of this effort.

Period of Performance (POP)

The period of performance for this task is Option Year Two (Contract Year Four), September 6, 2006 through September 5, 2007."

The following is a summary of the total estimated amount of the order:

Base (2 years)	\$5,591,914.87
Option Year 1	3,120,600.88
Option Year 2	<u>3,203,038.00</u>
Subtotal - Current Ceiling	\$11,915,553.75
Option Year 3	<u>2,686,380.00</u>
Total Base and All Options	\$14,601,933.75

The following is a summary of obligations from the date of award through the date of this modification:

FY 2003 Obligations	\$973,919.00
FY 2004 Obligations	\$2,154,000.00
FY 2005 Obligations	\$2,220,333.44
FY 2006 Obligations	\$3,013,861.99
Total NRC Obligations	\$8,362,114.43

This modification obligates FY 2006 funds in the amount of \$206,660.99.

All other terms and conditions of the subject order remain unchanged.

COVER SHEET FOR CORRESPONDENCE

**USE THIS COVER SHEET TO PROTECT ORIGINALS OF
MULTI-PAGE CORRESPONDENCE**