

# ORDER FOR SUPPLIES OR SERVICES

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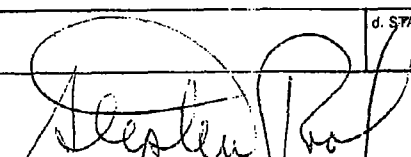
IMPORTANT: Mark all packages and papers with contract and/or order numbers.

BPA NO. DR-09-06-131

1. DATE OF ORDER <b>AUG 13 2007</b>		2. CONTRACT NO. (If any) GS35F01255		6. SHIP TO:	
3. ORDER NO. 008		4. REQUISITION/REFERENCE NO. CFO-06-131		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Adelis M Rodriguez, 301-415-5719 Mail Stop T-7-1-2 Washington, DC 20555				b. STREET ADDRESS Attn: Caroline Zabucky Mail Stop: T9 C4	
7. TO:				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20555	
a. NAME OF CONTRACTOR AEGIS.NET, INC				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 1616 ANDERSON RD				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
d. CITY MC LEAN		e. STATE VA		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.	
9. ACCOUNTING AND APPROPRIATION DATA B&R: 77N-15-5H1-357 Job: N7242 BOC: 252A Approp.: 3140200 Obligate: \$85,302.36 FFS: RQCFO-07-355 DUNS: 152858358		f. ZIP CODE 22121621		10. REQUISITIONING OFFICE CFO	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT N/A	
<input checked="" type="checkbox"/> a. SMALL <input 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. EMERGING SMALLBUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION destination		b. ACCEPTANCE destination		16. DISCOUNT TERMS	

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)
	Aegis.net will provide IV&V services according to the requirements provided in the attached statement of work. The labor rates applicable are the ones agreed under the BPA DR-09-06-131, the estimated hours are according to your price proposal dated August 7, 2007 for Task order No. 008.					
001	Functional Expert - year 1				\$6,633.48	
002	Iv&V Technical Specialist - year 1				\$31,996.55	
003	Functional Expert - year 2				\$8,418.28	
004	Iv&V Technical Specialist - year 2				\$38,284.05	

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.	
21. MAIL INVOICE TO:					
a. NAME U.S. Nuclear Regulatory Commission Payment Team, Mail Stop T-7-1-2					
b. STREET ADDRESS (or P.O. Box) Attn: DR-09-06-131 TO 8.					
c. CITY Washington		d. STATE DC		e. ZIP CODE 20555	
22. UNITED STATES OF AMERICA BY (Signature) 				23. NAME (Typed) Stephen Pool Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER	
SEE BILLING INSTRUCTIONS ON REVERSE				17(h) TOTAL (Cont. pages) 17(i) GRAND TOTAL NTE \$85,302.36	

**STATEMENT OF WORK FOR TASK ORDER NO. 008 TO PROVIDE  
INDEPENDENT VERIFICATION AND VALIDATION SERVICES TO  
VALIDATE THE INFORMATION TECHNOLOGY TECHNICAL REQUIREMENTS AND STATEMENT OF  
WORK FOR THE CORE FINANCIAL SYSTEM (CFS) REPLACEMENT PROJECT**

## **1.0 BACKGROUND**

The Office of the Chief Financial Officer (OCFO) of the U.S. Nuclear Regulatory Commission (NRC) requires independent verification and validation (IV&V) services for the steady state OCFO financial management systems, systems under development, and legacy systems replacement efforts.

The NRC requires the support of a Contractor to perform independent verification and validation services for the OCFO financial management systems. The Contractor will use the Office of Information Services Management Directive 2.8, Project Management Methodology requirements or other requirements as directed by the NRC Project Officer to evaluate and support OCFO steady state systems, systems under development, and legacy systems replacement efforts. These services shall include but not be limited to (1) establishing a process for requirements and design reviews, (2) supporting the project team in resolving all software-related issues, (3) evaluation and support of test planning, test validation, execution, and reporting, and (4) providing reports on specific findings and recommendations for actionable items continuously throughout the process.

## **2.0 OBJECTIVES**

The objective of this task order is validate the information technology (IT) technical requirements to support the development of the statement of work for the Core Financial System (CFS) Replacement Project. Specifically, the Contractor shall perform the independent review and validation of the draft statement of work and the documented IT technical requirements.

The Contractor shall meet the following objectives by making recommendations for improvement of the statement of work including performance measures or verifying and validating that the statement of work will achieve the objective of the acquisition and performance contracting:

- (1) Evaluate system and design requirements as described in the statement of work and other supporting documents to ensure that critical IT technical requirements are identified.
- (2) Review language used in the statement of work for clarity, consistency, and industry best practices for describing IT technical requirements in solicitations.
- (3) Review statement of work for completeness in defining IT technical requirements for a CFS.
- (4) Assist the NRC Project Team with the development of performance measures.
- (5) Provide on-going advice and assistance on specific findings and recommendations for actionable items throughout the process.
- (6) Provide a final report of the findings and recommendations for the IT technical requirements statement of work and performance measures.

## **3.0 SCOPE OF WORK**

IV&V services are needed for the Fiscal Year 2007 (FY07) OCFO Core Financial System (CFS) Replacement Project statement of work and performance measures development. The Contractor will be available to provide advice and assistance on an on-going basis to the NRC Project Team. The Contractor will perform an initial review of the CFS requirements to ensure the IT technical requirements for implementing a new CFS are

complete and consistent with the NRC vision and business case. Based on the requirements and understanding of the CFS vision, the Contractor will further evaluate the CFS statement of work, specifically the section encompassing the scope/objectives of the CFS project, to ensure that a contract proposal can be provided that includes a comprehensive performance work statement that will address how the new CFS will be implemented to meet NRC requirements. The Contractor will also review the statement of work to ensure appropriate clauses are used to describe the objectives for providing continuity of operations and a back-up computer facility, ensuring FISMA compliance, and performing system certification and accreditation activities. In addition, the Contractor will assist the NRC Project Team with establishing system performance measures that will be incorporated into the CFS statement of work for use during the project life-cycle. The performance measures will be used to define what a successful implementation of a new CFS will be for the NRC.

## **SPECIFIC TASK REQUIREMENTS**

### **3.1.1 Task 1 – Validate the IT Technical Requirements and Statement of Work for the CFS Replacement Project for FY07**

#### **Requirements**

The Contractor shall:

1. Review draft versions of the CFS IT technical requirements and statement of work as they are made available and respond with comments for improvement within 10 business days, unless otherwise noted.
2. Advise the NRC Project Team on industry best practices for preparing a solicitation for an IT acquisition.
3. Analyze the required documents and evaluate for correctness, consistency, completeness, accuracy, and readability based on the vision and business case for the new CFS.
4. Analyze the CFS statement of work to ensure that complete IT technical requirements have been addressed in order to acquire a Contractor that can implement the CFS. Completeness of requirements will be evaluated using the determinants/factors provided by the NRC (i.e., FMLOB, OMB, JFMIP, etc.)
5. Analyze the CFS statement of work to ensure that sufficient performance guidelines and technical requirements have been identified to establish a performance based contract to implement the CFS.
6. Analyze the non-functional requirements to include system availability, reliability, scalability, performance, usability, etc., have been identified and are complete.
7. Provide a final IV&V report summarizing the analysis of the CFS requirements, statement of work, performance measures, and the proposed changes prior to the final submission of the statement of work to the Office of Administration, Division of Contracts no later than November 9, 2007.

#### **Deliverables**

This will be an iterative and collaborative effort whereby the Contractor shall provide on-going support and advise as documents are submitted for review. On-going comments and

recommendations based on the requirements of this task shall be in written form including e-mail to the Project Officer and Task Manager with a final report due at the completion of the task to summarize the findings and recommendations.

#### **4.0 OVERALL PERFORMANCE STANDARDS AND DEDUCTION SCHEDULE:**

The following processes will be used by NRC to motivate successful performance of the contract requirements stated herein:

Failure by the Contractor to comply with any of the procedures and/or contract requirements stated herein shall constitute a **“valid-deficiency”** under this contract, unless the failure can be shown to be caused by circumstances beyond the Contractor’s control.

No more than one (1) contract-deficiency shall be allowed by NRC per calendar-month period, in which the NRC-PO determines the discrepancy is a “valid-deficiency” for non-compliance with any Contract Requirements.

The Contractor shall invoice monthly with a single invoice that includes a breakdown of the cost of all support provided during the previous calendar-month’s period. For any month in which the Contractor fails to comply with the contract requirements stated herein, NRC reserves the right to deduct the following amounts from that month’s total monthly invoice payment:

- 0-1** Valid-deficiency’s per calendar-month period will result in no deduction;
- 2** Valid-deficiency’s per calendar-month period will result in 5% of the total monthly invoice being deducted;
- 3** Valid-deficiency’s per calendar-month period will result in 6% of the total monthly invoice being deducted;
- 4** Valid-deficiency’s per calendar-month period will result in 7% of the total monthly invoice being deducted;
- 5** Valid-deficiency’s per calendar-month period will result in 8% of the total monthly invoice being deducted;
- 6** Valid-deficiency’s per calendar-month period will result in 10% of the total monthly invoice being deducted.

NOTE: Under the Performance Incentives listed above, NRC will not deduct more than a total of 10% from the monthly invoice.

The deductions listed above do not prevent NRC from taking other appropriate actions to correct performance problems under this contract.

#### **5.0 ACCEPTANCE CRITERIA**

For Task 1 in Section 3.0 above, the Contractor shall prepare a final IV&V report to include, at a minimum, scope of work, methodology, findings, traceability matrix, and recommendations. The report deliverable should provide sufficient detail to ensure completeness, consistency, correctness, and accuracy of the work performed. All deliverable products shall be grammatically correct according to industry standard rules and contain correct spelling. All technical and financial terms shall be clearly defined to be understood by all readers. All final deliverable products will be approved in writing by the Project Officer or a designated representative.

## **6.0 MEETINGS AND TRAVEL**

### **6.1.1 Kick-off Meeting**

For Task 1 in Section 3.0 above, the Contractor shall participate in a kick-off meeting no later than five (5) business days after award to introduce the NRC Project Officer, the Task Manager, and other NRC representatives. The purpose of the meeting is to review and discuss the OCFO's goals for the project and to establish Contractor/NRC communications report framework for the project. Further, discussion shall include the corresponding deliverables as identified in Section 3.1.1, Deliverables. Internal NRC documents will be coordinated during this meeting.

### **6.1.2 Status Meetings**

For Task 1 in Section 3.0 above, the Contractor shall participate in periodic status meetings to be conducted on a weekly basis. Dates and times of status meetings will be mutually agreed upon by the NRC Task Manager and the Contractor, with the Contractor having the discretion to attend via conference call from the Contractor place of work.

### **6.1.3 Travel**

For Task 1 in Section 3.0 above, the Contractor shall complete work associated with these tasks at the Contractor's own facilities and/or NRC Headquarters in Rockville, MD. Travel to other locations will not be required.

## **7.0 GOVERNMENT FURNISHED MATERIALS AND EQUIPMENT**

For Task 1 in Section 3.0 above, to facilitate the work to be performed, the NRC will, upon request, provide the Contractor with any and all materials documenting current applications systems, processes, requirements, and access to Government and other Contractor personnel as required.

## **8.0 PERIOD OF PERFORMANCE**

The period of performance for task order No. 008 is six months from the date of task order award.