



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

OCT 15 2007

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

SUBJECT: TASK ORDER NO.8 ENTITLED "OCFO Salaries & Benefits", 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 8. This effort shall be performed in accordance with the enclosed Statement of Work and OA 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:

Derek Sharp~ 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. 8 shall be in effect from September 26, 2007, through September 25, 2008, with a total cost ceiling of \$10,067.92.

This Task Order No. 8 obligates funds in the amount of \$10,000.00. 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  
Dee Taylor - 301-415-7040

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

Information in this record was deleted  
in accordance with the Freedom of Information  
Act, exemptions 4  
FOIA- 2009-0017

C/8

\*ACCOUNTING AND APPROPRIATION DATA Task Order No. 8 is as follows:

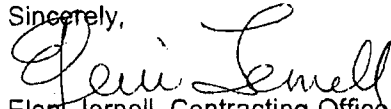
B&R: 77N-15-5H1-352 JC: N7114 BOC: 2574 APPN: 31X0200.77N COM: RQ700700061  
\$10,000.00

\*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,



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

ACCEPTED: Joyce Lambert

Joyce L. Lambert  
NAME

CONTRACTS  
TITLE

10/23/2007  
DATE

Task Order 8 OCFD Salaries & Benefits		BASE YEAR RATE	BASE YEAR HOURS	BASE YEAR AMOUNT
OFF-SITE				
010	010 Program Manager			
020	020 Project Manager			
030	030 Quality Assurance Manager			
050	050 Principal BPR Specialist			
060	060 Senior BPR Specialist			
070	070 Principal Systems Architect			
080	080 Senior Systems Architect			
090	090 Principal Information Engineer			
100	100 Senior Information Engineer			
110	110 Senior Functional Analyst			
130	130 Systems Analyst 5			
140	140 Systems Analyst 4			
150	150 Systems Analyst 3			
160	160 Systems Analyst 2			
170	170 Systems Analyst 1			
210	210 Computer Programmer 7			
220	220 Computer Programmer 6			
230	230 Computer Programmer 5			
240	240 Computer Programmer 4			
250	250 Computer Programmer 3			
251	251 Computer Programmer 2			
260	260 Support Specialist 6			
270	270 Support Specialist 5			
280	280 Support Specialist 4			
290	290 Support Specialist 3			
310	310 Engineer 5			
320	320 Engineer 4			
350	350 Sr Computer Security Specialist			
360	360 Computer Security Specialist			
370	370 Operations Manager			
430	430 Communications Network Engineer			
520	520 Apps Systems Analysis and Program Manager			
530	530 Apps Systems Analysis and Program Sup			
540	540 Apps Systems Analyst/Programmer - St Spec			
550	550 Apps Systems Analyst/Programmer - Lead			
560	560 Telecommunications/Internetworking Designer			
570	570 Network Planner			
580	580 Network Operations Specialist			
590	590 Telecommunications Engineer - Senior			
600	600 Telecommunications Engineer - Inter			
610	610 Telecommunications Systems Analyst			
620	620 Network Controller			
630	630 Telecommunications Engineer/Analyst			
640	640 Network Control Technician			
650	650 Telecommunications Analyst/Tech-Senior			
700	700 Documentation Specialist			
710	710 Documentation Coordinator			

(b)(4)

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

(b)(4)

(b)(4)

**\$10,067.92**

**Task Order 8      Office of the Chief Financial Officer Systems (Salaries and Benefits)**

**A.    Objective**

To provide maintenance and operational support for OCFO application systems as detailed in the SOW section listed below.

**B.    Scope**

The Contractor shall perform application systems maintenance for the system listed below in the SOW section, subparagraph, "Maintenance," following guidance provided in the PMM and NRC's CM rules and utilizing the CM Library as the source for obtaining a current copy of the production application system that requires maintenance.

The Contractor shall also produce necessary documentation of work performed as defined in Section E, "Schedule of Deliverables," below.

**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.    System To Be Serviced**

<b>System Name</b>	<b>System Number</b>	<b>System Acronym</b>	<b>Software</b>	<b>Platform</b>	<b>Allotted Level of Effort</b>
OCFO Salary & Benefits System	3601	OCFOSB	Visual Basic/ FoxPro, QuattroPro	PC/LAN	200 h/yr

**b.    Independent Action**

The Contractor shall have authority to take necessary actions for up to 3 business days for the FoxPro/Visual Basic portion of OCFOBS (up to 4 days for the Quattro Pro portion only of OCFOBS) to evaluate application system problems, correct the problem and appropriately document the problem and actions taken in the SEN, test corrections, and prepare the corrected/new component of the system for deployment, including submission to the CM Library. The Contractor shall notify the NRC TOM when the corrected system is ready for deployment (i.e., testing completed, ready for deployment) and shall follow the email directions of the NRC TOM to support deployment efforts.

c. Work Actions Requiring Preapproval

The Contractor shall develop and deliver, via email, to the NRC TOM, work estimates and plans for any efforts requiring more than 3 business days (4 days for the Quattro Pro portion only of OCFOBS) of effort to complete. The NRC TOM will review the Contractor's assessment (estimate and plan) and will provide an email authorization within 2 workdays of receipt. The Contractor shall not commence code or data changes for efforts covered by a work estimate and plan (level of effort exceeds 3 business days general maintenance Visual Basic/FoxPro portion of OCFOBS; 4 business days for the Quattro Pro portion only of OCFOBS) for code, test, and document creation/changes) without an email authorization from the NRC TOM. Authorized actions shall be performed by the Contractor within 4 workdays of OCFOBS authorization, unless a longer time is approved by the NRC TOM.

**D. Place of Performance**

Most efforts under this delivery order can be performed at the Contractor site. Access to NRC facilities shall be provided by the NRC, as required.

**E. Schedule of Deliverables**

<u>Deliverable Name</u>	<u>Responsibility</u>	<u>Delivery Schedule</u>
Maintenance Work Plan and Estimate to the NRC TOM	Contractor	Whenever work effort will exceed 3 business days (4 days applies only to the Quattro Pro portion of OCFOBS).
Work Plan and Estimate Approval Email	NRC Work Effort Manager	Upon review and approval of work plan and estimate
Work Effort Approach of Ceiling Notification Email	Contractor	When 24 or less hours are available

New Versions of Application  
Products to CM

Contractor

When maintenance effort  
tested and ready for  
deployment

Special Reports of Work and  
Status—Maintenance

Contractor

At frequency directed

**F. Expertise/Skills**

Demonstrated experience in application systems software and platforms defined for systems identified in relevant sections of this task order as requiring maintenance support. Competency in technical, written communication, analytical skills as demonstrated through prior assignments in the technical support area, and experience with applications running on a NOVELL LAN platform.

**G. Task Order Manager**

The manager for this task order is Chutima Taylor, (301) 415-6034.