

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER ADM-19-0008		PAGE OF 1 16	
2. CONTRACT NO. NNG15SC98B		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER 31310019F0011		5. SOLICITATION NUMBER 31310019Q0012		6. SOLICITATION ISSUE DATE 12/14/2018
7. FOR SOLICITATION INFORMATION CALL:		a. NAME JOHNNIE BAKER			b. TELEPHONE NUMBER (No collect calls)		8. OFFER DUE DATE/LOCAL TIME
9. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-07B20M WASHINGTON DC 20555-0001				CODE NRCHQ 10. THIS ACQUISITION IS <input checked="" type="checkbox"/> UNRESTRICTED OR <input type="checkbox"/> SET ASIDE: % FOR: <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> EDWOSB NAICS: 541519 <input type="checkbox"/> 8(A) SIZE STANDARD: 150			
11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE		12. DISCOUNT TERMS 30		13a. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700) <input type="checkbox"/>		13b. RATING	
15. DELIVER TO US NUCLEAR REGULATORY COMMISSION- MAIL PROCESSING CENTER 4930 BOILING BROOK PARKWAY ROCKVILLE MD 20852				16. ADMINISTERED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-07B20M WASHINGTON DC 20555-0001			
17a. CONTRACTOR/OFFEROR DLT SOLUTIONS LLC ATTN MARLON LITTLE 2411 DULLES CORNER PARK SUITE 800 HERNDON VA 20171 TELEPHONE NO. (703) 708-9101		18a. PAYMENT WILL BE MADE BY US NUCLEAR REGULATORY COMMISSION ONE WHITE FLINT NORTH 11555 ROCKVILLE PIKE MAILSTOP O3-E17A ROCKVILLE MD 20852-2738		CODE NRCHQ 14. METHOD OF SOLICITATION <input type="checkbox"/> RFQ <input type="checkbox"/> IFB <input type="checkbox"/> RFP CODE NRCPAYMENTS			
<input type="checkbox"/> 17b. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/> 17c. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER				18b. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 18a UNLESS BLOCK BELOW IS CHECKED <input type="checkbox"/> SEE ADDENDUM			
19. ITEM NO.		20. SCHEDULE OF SUPPLIES/SERVICES		21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
00001		Accounting Info: 2019-X0200-FEEBASED-40-40D099-6013-51-F-156-2572-51-F-156-6013 Period of Performance: 01/29/2019 to 01/28/2020 ARCHIBUS 9721-30945; Quantity 13; Software Subscription - Annual Renewal Cost - ICP - Concurrent User/Authorizing Continued ... (Use Reverse and/or Attach Additional Sheets as Necessary)					
25. ACCOUNTING AND APPROPRIATION DATA See schedule						26. TOTAL AWARD AMOUNT (For Govt. Use Only) \$23,671.79	
<input type="checkbox"/> 27a. SOLICITATION INCORPORATES BY REFERENCE FAR 52.212-1, 52.212-4, FAR 52.212-3 AND 52.212-5 ARE ATTACHED. ADDENDA <input type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED. <input checked="" type="checkbox"/> 27b. CONTRACT/PURCHASE ORDER INCORPORATES BY REFERENCE FAR 52.212-4. FAR 52.212-5 IS ATTACHED. ADDENDA <input checked="" type="checkbox"/> ARE <input type="checkbox"/> ARE NOT ATTACHED.							
<input checked="" type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 1 COPIES TO ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL SHEETS SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED.				<input type="checkbox"/> 29. AWARD OF CONTRACT: REF. _____ OFFER DATED _____. YOUR OFFER ON SOLICITATION (BLOCK 5), INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS:			
30a. SIGNATURE OF OFFEROR/CONTRACTOR				31a. UNITED STATES OF AMERICA (SIGNATURE OF CONTRACTING OFFICER)			
30b. NAME AND TITLE OF SIGNER (Type or print)		30c. DATE SIGNED		31b. NAME OF CONTRACTING OFFICER (Type or print)		31c. DATE SIGNED	
				JESSICA CHU		01/08/2019	

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
00002	ARCHIBUS 9721-30937; Quantity 1; Software Subscription - Annual Renewal Cost - Building Operations Management (Includes Call Center Wizard)				
00003	ARCHIBUS 9721-30947; Quantity 3; Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD				
00004	ARCHIBUS 9721-30950; Quantity 5; Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD				
00005	ARCHIBUS 9721-30942; Quantity 4; Software Subscription - Annual Renewal Cost - Furniture & Equipment Management				
00006	ARCHIBUS 9721-31166; Quantity 1; Software Subscription - Annual Renewal Cost - EALs - 25 Continued ...				

32a. QUANTITY IN COLUMN 21 HAS BEEN

☐ RECEIVED ☐ INSPECTED ☐ ACCEPTED, AND CONFORMS TO THE CONTRACT, EXCEPT AS NOTED: _____

32b. SIGNATURE OF AUTHORIZED GOVERNMENT REPRESENTATIVE		32c. DATE	32d. PRINTED NAME AND TITLE OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
32e. MAILING ADDRESS OF AUTHORIZED GOVERNMENT REPRESENTATIVE			32f. TELEPHONE NUMBER OF AUTHORIZED GOVERNMENT REPRESENTATIVE	
			32g. E-MAIL OF AUTHORIZED GOVERNMENT REPRESENTATIVE	

33. SHIP NUMBER	34. VOUCHER NUMBER	35. AMOUNT VERIFIED CORRECT FOR	36. PAYMENT <input type="checkbox"/> COMPLETE <input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL				
38. S/R ACCOUNT NUMBER	39. S/R VOUCHER NUMBER	40. PAID BY		

41a. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT		42a. RECEIVED BY (<i>Print</i>)	
41b. SIGNATURE AND TITLE OF CERTIFYING OFFICER		41c. DATE	
		42b. RECEIVED AT (<i>Location</i>)	
		42c. DATE REC'D (YY/MM/DD)	42d. TOTAL CONTAINERS

CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

NNG15SC98B/31310019F0011

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NAME OF OFFEROR OR CONTRACTOR

DLT SOLUTIONS LLC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	simultaneous access points				
00007	ARCHIBUS 9721-31197; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Core Program				
00008	ARCHIBUS 9721-31188; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Asset Portal (formerly Asset Management)				
00009	ARCHIBUS 9721-31181; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Bundled Package - Space Management (Includes: Space Inventory & Performance, Space Chargeback, and Personnel Occupancy applications)				
00010	ARCHIBUS 9721-31226; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Reservations				
00011	ARCHIBUS 9721-31179; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Bundled Package - On Demand Work + Preventive Maintenance + Service Desk				
00012	ARCHIBUS 9721-31212; Quantity 1; Software Subscription - Annual Renewal Cost - Web Central - Enterprise Move Management				
00013	ARCHIBUS 9721-31230; Quantity 5; Software Subscription - Annual Renewal Cost - Web Central - Smart Client Extension for AutoCAD				
	Continued ...				

NAME OF OFFEROR OR CONTRACTOR
DLT SOLUTIONS LLC

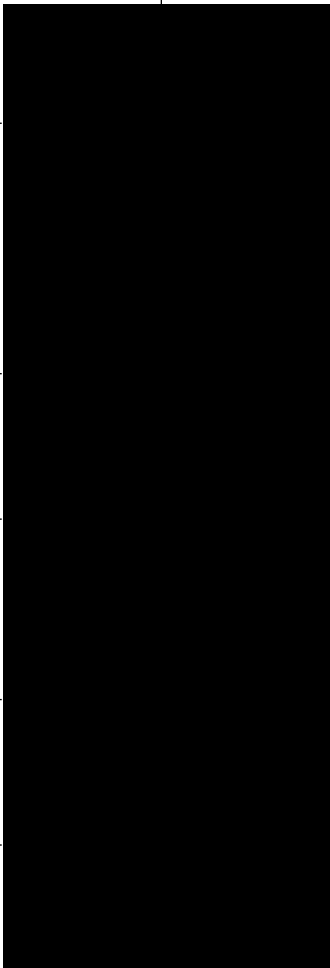
ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
00014	ARCHIBUS 9721-31175; Quantity 1; Software Subscription - Annual Renewal Cost - Web ACPs - 25 concurrent users				
00015	ARCHIBUS 9721-31176; Quantity 1; Software Subscription - Annual Renewal Cost - Web ACPs - 50 concurrent users				
	The obligated amount of award: \$23,671.79. The total for this award is shown in box 26.				

BRIEF DESCRIPTION OF WORK ALTERNATE I

(a) The title of this project is: ARCHIBUS FY19 Software Maintenance

(b) Summary work description: The objective of this acquisition is to procure on a brand name only basis from an authorized NASA SEWP V Contractor that sells products manufactured by ARCHIBUS.

Manufacturer	Part Number	Description	Quantity	Unit Price	COST
ARCHIBUS	9721-30945	Software Subscription - Annual Renewal Cost - ICP - Concurrent User/Authoring	13		
ARCHIBUS	9721-30937	Software Subscription - Annual Renewal Cost - Building Operations Management (Includes Call Center Wizard.)	1		
ARCHIBUS	9721-30947	Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD	3		
ARCHIBUS	9721-30950	Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD	5		
ARCHIBUS	9721-30942	Software Subscription - Annual Renewal Cost - Furniture & Equipment Management	4		
ARCHIBUS	9721-31166	Software Subscription - Annual Renewal Cost - EALs - 25 simultaneous access points	1		
ARCHIBUS	9721-31197	Software Subscription - Annual Renewal Cost - Web Central - Core Program	1		
ARCHIBUS	9721-31188	Software Subscription - Annual Renewal Cost - Web Central - Asset Portal (formerly Asset Management)	1		
ARCHIBUS	9721-31181	Software Subscription - Annual Renewal Cost - Web Central - Bundled	1		

		Package - Space Management (Includes: Space Inventory & Performance, Space Chargeback, and Personnel & Occupancy applications)			
ARCHIBUS	9721-31226	Software Subscription - Annual Renewal Cost - Web Central - Reservations	1		
ARCHIBUS	9721-31179	Software Subscription - Annual Renewal Cost - Web Central - Bundled Package - On Demand Work + Preventive Maintenance + Service Desk	1		
ARCHIBUS	9721-31212	Software Subscription - Annual Renewal Cost - Web Central - Enterprise Move Management	1		
ARCHIBUS	9721-31230	Software Subscription - Annual Renewal Cost - Web Central - Smart Client Extension for AutoCAD	5		
ARCHIBUS	9721-31175	Software Subscription - Annual Renewal Cost - Web ACPs - 25 concurrent users	1		
ARCHIBUS	9721-31176	Software Subscription - Annual Renewal Cost - Web ACPs - 50 concurrent users	3		
			TOTAL		\$23,671.79

(End of Clause)

CONSIDERATION AND OBLIGATION-FIRM-FIXED-PRICE

The total amount of the Firm-Fixed-Price portion of this contract is \$23,671.79, and this amount is fully-funded.

(End of Clause)

TASK/DELIVERY ORDER PERIOD OF PERFORMANCE (SEP 2013)

This order and all line items shall commence on 29 January, 2019 and will expire on 28 January, 2020.

(End of Clause)

INSPECTION AND ACCEPTANCE BY THE NRC (SEP 2013)

Inspection and acceptance of the deliverable items to be furnished hereunder shall be made by the NRC Contracting Officer's Representative (COR) at the destination, accordance with FAR 52.247-34 - F.o.b. Destination.

Contract Deliverables:

1. 9721-30945 Software Subscription - Annual Renewal Cost - ICP - Concurrent User/Authoring; Quantity 13
2. 9721-30937 Software Subscription - Annual Renewal Cost - Building Operations Management (Includes Call Center Wizard.); Quantity 1
3. 9721-30947 Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD; Quantity 3
4. 9721-30950 Software Subscription - Annual Renewal Cost - Overlay with Design Management for AutoCAD; Quantity 5
5. 9721-30942 Software Subscription - Annual Renewal Cost - Furniture & Equipment Management; Quantity 4
6. 9721-31166 Software Subscription - Annual Renewal Cost - EALs - 25 simultaneous access points; Quantity 1
7. 9721-31197 Software Subscription - Annual Renewal Cost - Web Central - Core Program; Quantity 1
8. 9721-31188 Software Subscription - Annual Renewal Cost - Web Central - Asset Portal (formerly Asset Management) ; Quantity 1
9. 9721-31181 Software Subscription - Annual Renewal Cost - Web Central - Bundled Package - Space Management (Includes: Space Inventory & Performance, Space Chargeback, and Personnel & Occupancy applications); Quantity 1
10. 9721-31226 Software Subscription - Annual Renewal Cost - Web Central - Reservations; Quantity 1
11. 9721-31179 Software Subscription - Annual Renewal Cost - Web Central - Bundled Package - On Demand Work + Preventive Maintenance + Service Desk; Quantity 1

12. 9721-31212 Software Subscription - Annual Renewal Cost - Web Central - Enterprise Move Management; Quantity 1

13. 9721-31230 Software Subscription - Annual Renewal Cost - Web Central - Smart Client Extension for AutoCAD; Quantity 5

14. 9721-31175 Software Subscription - Annual Renewal Cost - Web ACPs - 25 concurrent users; Quantity 1

15. 9721-31176 Software Subscription - Annual Renewal Cost - Web ACPs - 50 concurrent users; Quantity 3

(End of Clause)

BRANDING

The Contractor is required to use the statement below in any publications, presentations, articles, products, or materials funded under this contract/order, to the extent practical, in order to provide NRC with recognition for its involvement in and contribution to the project. If the work performed is funded entirely with NRC funds, then the contractor must acknowledge that information in its documentation/presentation.

Work Supported by the U.S. Nuclear Regulatory Commission (NRC), Office of Administration, under Contract/order number NNG15SC98B/31310019F0011.

(End of Clause)

PACKAGING AND MARKING

(a) The Contractor shall package material for shipment to the NRC in such a manner that will ensure acceptance by common carrier and safe delivery at destination. Containers and closures shall comply with the Surface Transportation Board, Uniform Freight Classification Rules, or regulations of other carriers as applicable to the mode of transportation.

(b) On the front of the package, the Contractor shall clearly identify the contract number under which the product is being provided.

(c) Additional packaging and/or marking requirements are as follows: N/A

(End of Clause)

CLAUSES

FAR Clauses Incorporated By Reference

52.204-13 SYSTEM FOR AWARD MANAGEMENT MAINTENANCE. (OCT 2018)

52.204-19 INCORPORATION BY REFERENCE OF REPRESENTATIONS AND CERTIFICATIONS. (DEC 2014)**52.222-3 CONVICT LABOR. (JUN 2003)****52.227-19 COMMERCIAL COMPUTER SOFTWARE LICENSE. (DEC 2007)****2052.209-72 CONTRACTOR ORGANIZATIONAL CONFLICTS OF INTEREST. (JAN 1993)****NRCAR Clauses Incorporated By Reference****2052.215-73 AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS (OCT 1999)****2052.222-70 NONDISCRIMINATION BECAUSE OF AGE. (JAN 1993)****FAR Clauses Incorporated By Full Text****52.217-6 OPTION FOR INCREASED QUANTITY. (MAR 1989)**

The Government may increase the quantity of supplies called for in the Schedule at the unit price specified. The Contracting Officer may exercise the option by written notice to the Contractor at any time prior to the expiration of the contract. Delivery of the added items shall continue at the same rate as the like items called for under the contract, unless the parties otherwise agree.

(End of clause)

52.252-2 CLAUSES INCORPORATED BY REFERENCE. (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these addresses:

www.acquisition.gov/far

<https://www.nrc.gov/about-nrc/contracting/48cfr-ch20.html>

(End of provision)

NRCAR Clauses Incorporated By Full Text**2052.215-71 PROJECT OFFICER AUTHORITY. (OCT 1999) - ALTERNATE II (OCT 1999)**

(a) The contracting officer's authorized representative, hereinafter referred to as the project officer, for this contract is:

Name:



Address:



Telephone Number:

(b) The project officer shall:

(1) Monitor contractor performance and recommend changes in requirements to the contracting officer.

(2) Inspect and accept products/services provided under the contract.

(3) Review all contractor invoices/vouchers requesting payment for products/services provided under the contract and make recommendations for approval, disapproval, or suspension.

(c) The project officer may not make changes to the express terms and conditions of this contract.

(End of Clause)

NRC Local Clauses Incorporated by Full Text

REGISTRATION IN FEDCONNECT® (JULY 2014)

The Nuclear Regulatory Commission (NRC) uses Compusearch Software Systems' secure and auditable two-way web portal, FedConnect®, to communicate with vendors and contractors. FedConnect® provides bi-directional communication between the vendor/contractor and the NRC throughout pre-award, award, and post-award acquisition phases. Therefore, in order to do business with the NRC, vendors and contractors must register to use FedConnect® at <https://www.fedconnect.net/FedConnect>. The individual registering in FedConnect® must have authority to bind the vendor/contractor. There is no charge for using FedConnect®. Assistance with FedConnect® is provided by Compusearch Software Systems, not the NRC. FedConnect® contact and assistance information is provided on the FedConnect® web site at <https://www.fedconnect.net/FedConnect>.

GREEN PURCHASING (JUL 2016)

The offeror's cost proposal or quotation shall include the following information to identify the major category(ies) of environmental products and/or services included in the proposal, as applicable. The offeror's shall list planned use of the following sustainable (green) acquisition categories from the list below.

Green Purchasing Categories:

☐ EPA Designated Product Category –

- Comprehensive Procurement Guidelines (CPG) designated products containing recovered materials (also known as recycled-content products)

□ Recovered Materials/Sustainability Product Categories –

- Energy efficient products
 - o ENERGY STAR ® products
 - o Federal Energy Management Program (FEMP)-designated product
- Biobased products (USDA BioPreferred products)
- Environmentally preferable products
 - o Electronic Product Environmental Assessment Tool (EPEAT)-registered products
 - o Water-efficient products (e.g., EPA WaterSense)
 - o Non-toxic/less toxic products
 - o EPA Significant New Alternatives Policy Program (SNAP)-listed products
 - o Other Environmentally Preferable

(End of Provision)

COMPLIANCE WITH SECTION 508 OF THE REHABILITATION ACT OF 1973, AS AMENDED (SEP 2013)

In 1998, Congress amended the Rehabilitation Act of 1973 (29 U.S.C. §794d) as amended by the Workforce Investment Act of 1998 (P.L. 105 - 220), August 7, 1998 to require Federal agencies to make their electronic and information technology (EIT) accessible to people with disabilities. Inaccessible technology interferes with an ability to obtain and use information quickly and easily. Section 508 was enacted to eliminate barriers in information technology, open new opportunities for people with disabilities, and encourage development of technologies that will help achieve these goals. The law applies to all Federal agencies when they develop, procure, maintain, or use electronic and information technology. Under Section 508 (29 U.S.C. §794d), agencies must give disabled employees and members of the public access to information that is comparable to access available to others.

Specifically, Section 508 of that Act requires that when Federal agencies develop, procure, maintain, or use EIT, Federal employees with disabilities have access to and use of information and data that is comparable to the access and use by Federal employees who are not individuals with disabilities, unless an undue burden would be imposed on the agency. (36 C.F.R. §1194 implements Section 508 of the Rehabilitation Act of 1973, as amended, and is viewable at: <http://www.access-board.gov/sec508/standards.htm>)

Exceptions.

All EIT that the government acquires by purchase or by lease/rental under this contract must meet the applicable accessibility standards at 36 C.F.R. Part 1194, unless one or more of the following exceptions at FAR 39.204 applies to this acquisition (applicable if checked):

- ☐ The EIT is for a national security system.
- ☐ The EIT is acquired by a contractor incidental to a contract.
- ☐ The EIT is located in spaces frequented only by service personnel for maintenance, repair or occasional monitoring of equipment.
- ☐ Compliance with the applicable 36 C.F.R. Part 1194 provisions would impose an undue burden on the agency.

Applicable Standards.

The following accessibility standards from 36 C.F.R. Part 1194 have been determined to be applicable to this contract/order. See www.section508.gov for more information:

- ☐ 1194.21 Software applications and operating systems.
- ☐ 1194.22 Web-based intranet and internet information and applications. 16 rules.
- ☐ 1194.23 Telecommunications products.
- ☐ 1194.24 Video and multimedia products.
- ☐ 1194.25 Self contained, closed products.
- ☐ 1194.26 Desktop and portable computers.
- ☐ 1194.31 Functional performance criteria.
- ☐ 1194.41 Information, documentation, and support.

Note: Under the Exceptions paragraph, the Contracting Officer should check the boxes for any exceptions that apply. If no exceptions apply, then the Contracting Officer should, under the Applicable Standards paragraph, check the boxes that indicate which of the standards apply. See FAR Subpart 39.2 and www.section508.gov for additional guidance.

(End of Clause)

AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS

(a) All offerors will receive preaward and postaward notices in accordance with FAR 15.503.

(b) It is also brought to your attention that the contracting officer is the only individual who can legally obligate funds or commit the NRC to the expenditure of public funds in connection with this procurement. This means that unless provided in a contract document or specifically authorized by the contracting officer, NRC technical personnel may not issue contract modifications, give formal contractual commitments, or otherwise bind, commit, or obligate the NRC contractually. Informal unauthorized commitments, which do not obligate the NRC and do not entitle the contractor to payment, may include:

- (1) Encouraging a potential contractor to incur costs prior to receiving a contract;
- (2) Requesting or requiring a contractor to make changes under a contract without formal contract modifications;
- (3) Encouraging a contractor to incur costs under a cost-reimbursable contract in excess of those costs contractually allowable; and
- (4) Committing the Government to a course of action with regard to a potential contract, contract change, claim, or dispute.

(End of Clause)

USE OF AUTOMATED CLEARING HOUSE (ACH) ELECTRONIC PAYMENT/REMITTANCE ADDRESS

The Debt Collection Improvement Act of 1996 requires that all Federal payments except IRS tax refunds be made by Electronic Funds Transfer. It is the policy of the Nuclear Regulatory Commission to pay government vendors by the Automated Clearing House (ACH) electronic funds transfer payment system. Item 15C of the Standard Form 33 may be disregarded.

(End of Clause)

GREEN PURCHASING (SEP 2015)

(a) In furtherance of the sustainable acquisition goals of Executive Order (EO) 13693, "Planning for Federal Sustainability in the Next Decade," products and services provided under this contract/order shall be energy efficient (EnergyStar® or Federal Energy Management Program - FEMP-designated products), water efficient, biobased, environmentally preferable (excluding EPEAT®-registered products), non-ozone depleting, contain recycled content, or are non- or low toxic alternatives or hazardous constituents (e.g., non-VOC paint), where such products and services meet agency performance requirements. See: Executive Order (EO) 13693, "Planning for Federal Sustainability in the Next Decade."

(b) The NRC and contractor may negotiate during the contract term to permit the substitution or addition of designated recycled content products (i.e., Comprehensive Procurement Guidelines - CPG), EPEAT®-registered products, EnergyStar®- and FEMP designated energy efficient products and appliances, USDA designated biobased products (Biopreferred® program), environmentally preferable products, WaterSense and other water efficient products, products containing non- or lower-ozone depleting substances (i.e., SNAP), and products containing non- or low-toxic or hazardous

constituents (e.g., non-VOC paint), when such products and services are readily available at a competitive cost and satisfy the NRC's performance needs.

(c) The contractor shall flow down this clause into all subcontracts and other agreements that relate to performance of this contract/order.

(End of Clause)

NRC ACQUISITION REGULATION (NRCAR) PROVISIONS AND CLAUSES (AUG 2011)

Applicable NRCAR provisions and clauses located in 48 CFR Chapter 20 are hereby incorporated by reference into this contract/order.

(End of Clause)

ELECTRONIC PAYMENT (DEC 2017)

The Debt Collection Improvement Act of 1996 requires that all payments except IRS tax refunds be made by Electronic Funds Transfer. Payment shall be made in accordance with FAR 52.232-33, entitled "Payment by Electronic Funds Transfer-System for Award Management."

To receive payment, the contractor shall prepare invoices in accordance with NRC's Billing Instructions. Claims shall be submitted through the Invoice Processing Platform (IPP) (<https://www.ipp.gov/>). Back up documentation shall be included as required by the NRC's Billing Instructions.

(End of Clause)

**BILLING INSTRUCTIONS FOR
FIXED-PRICE TYPE CONTRACTS (JULY 2017)**

General: During performance and through final payment of this contract, the contractor is responsible for the accuracy and completeness of data within the System for Award Management (SAM) database and the Invoice Processing Platform (IPP) system and for any liability resulting from the Government's reliance on inaccurate or incomplete SAM and/or IPP data.

The contractor shall prepare invoices/vouchers for payment of deliverables identified in the contract, in the manner described herein. FAILURE TO SUBMIT INVOICES/VOUCHERS IN ACCORDANCE WITH THESE INSTRUCTIONS MAY RESULT IN REJECTION OF THE INVOICE/VOUCHER AS IMPROPER.

Electronic Invoice/Voucher Submissions: Invoices/vouchers shall be submitted electronically to the U.S. Nuclear Regulatory Commission (NRC) through the Invoice Processing Platform (IPP) at www.ipp.gov.

Purchase of Capital Property: *(\$50,000 or more with life of one year or longer)*

Contractors must report to the Contracting Officer, electronically, any capital property acquired with contract funds having an initial cost of \$50,000 or more, in accordance with procedures set forth in NRC [Management Directive \(MD\) 11.1](#), NRC Acquisition of Supplies and Services.

Agency Payment Office: Payment will be made by the office designated in the contract in Block 12 of Standard Form 26, Block 25 of Standard Form 33, or Block 18a of Standard Form 1449, whichever is applicable.

Frequency: The contractor shall submit invoices/vouchers for payment once each month, unless otherwise authorized by the Contracting Officer.

Supporting Documentation: Any supporting documentation required to substantiate the amount billed shall be included as an attachment to the invoice created in IPP. If the necessary supporting documentation is not included, the invoice will be rejected.

Task Order Contracts: The contractor must submit a separate invoice/voucher for each individual task order with pricing information.

Final vouchers/invoices shall be marked "FINAL INVOICE" or "FINAL VOUCHER".

Currency: Invoices/Vouchers must be expressed in U.S. Dollars.

Supersession: These instructions supersede previous Billing Instructions for Fixed-Price Type Contracts (JAN 2015).

Does my company need to register in IPP?

If your company is currently registered in IPP and doing business with other Federal Agencies in IPP, you will not be required to re-register.

If your company is not currently registered in IPP, please note the following:

- You will be receiving an invitation to register for IPP from IPP Customer Support, STLS.IPPHELPDESK@stls.frb.org.
- IPP Customer Support will send you two emails: the first email will contain the initial administrative IPP User ID and the second email, sent within 24 hours of receipt of the first email, will contain a temporary password.
- Please add the Customer Support email address (STLS.IPPHELPDESK@stls.frb.org) to your address book so you do not disregard these emails or mistake them for spam.
- During registration, one initial administrative user account will be created for your company and this user will be responsible for setting up all other user accounts including other administrators.
- Registration is complete when the initial administrative user logs into the IPP web site with the User ID and password provided by Treasury and accepts the rules of behavior.

What type of is training provided?

Vendor training materials, including a first time login tutorial, user guides, a [quick reference guide](#), and [frequently asked questions](#) are available on Treasury's IPP [website](#). **Individuals within your company responsible for submitting invoices should review these materials before work begins on the contract.**

How do I receive assistance with IPP?

Treasury's IPP Customer Support team provides vendor assistance related to the IPP application, and is also available to assist IPP users and to answer any questions related to accessing IPP or completing the registration process. IPP application support is also available via phone at (866) 973-3131, Monday through Friday from 8:00 am to 6:00 pm ET, and via email at IPPCustomerSupport@fiscal.treasury.gov.

Specific questions regarding your contract or task order should be directed to the appropriate NRC Contracting Officer.