

SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30				1. REQUISITION NUMBER ADM-19-0141		PAGE OF 1 14	
2. CONTRACT NO. NNG15SD39B		3. AWARD/ EFFECTIVE DATE	4. ORDER NUMBER 31310019F0141		5. SOLICITATION NUMBER 31310019Q0115		6. SOLICITATION ISSUE DATE 09/03/2019
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 type="checkbox"/> UNRESTRICTED OR <input checked="" type="checkbox"/> SET ASIDE: 100.00 % FOR: <input checked="" type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> HUBZONE SMALL BUSINESS <input type="checkbox"/> SERVICE-DISABLED VETERAN-OWNED SMALL BUSINESS <input type="checkbox"/> WOMEN-OWNED SMALL BUSINESS (WOSB) ELIGIBLE UNDER THE WOMEN-OWNED SMALL BUSINESS PROGRAM <input type="checkbox"/> EDWOSB <input type="checkbox"/> 8(A) NAICS: 541519 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-WAREHOUSE 4934 BOILING BROOK PARKWAY ROCKVILLE MD 20852		CODE NRCWH		16. ADMINISTERED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-07B20M WASHINGTON DC 20555-0001		CODE NRCHQ	
17a. CONTRACTOR/OFFEROR REGAN TECHNOLOGIES CORPORATION ATTN PAYAL ANAND 515 CENTERPOINT DR STE 115 MIDDLETOWN CT 064577570 TELEPHONE NO. 7034596777		CODE 111580007 FACILITY CODE		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 NRCPAYMENTS	
<input type="checkbox"/> 17b. 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	Delivery: 30 Days After Award Accounting Info: 2019-X0200-FEEBASED-40-40D004-6164-51-F-156-252A-51-F-156-6164 Period of Performance: 10/01/2019 to 09/30/2022 PARTIAL SHIPMENT AND PAYMENT AUTHORIZED. ZOWW 15-inch MacBook Pro; Quantity 14; 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) \$56,807.07	
<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 type="checkbox"/> 28. CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 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 checked="" 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)	
						JESSICA CHU	
						09/16/2019	

19. ITEM NO.	20. SCHEDULE OF SUPPLIES/SERVICES	21. QUANTITY	22. UNIT	23. UNIT PRICE	24. AMOUNT
	15-inch MacBook Pro with Touch Bar: (ZOWW) Space Gray (2.3/32/1TB/560x) 2.3GHz 8-core 9th-generation Intel Core i9 processor, Turbo Boost up to 4.8GHz Retina display with True Tone Touch Bar and Touch ID 32GB 2400MHz DDR4memory Radeon Pro 560X with 4GB of GDDRS memory 1TB SSD storage Four Thunderbolt 3 ports Backlit Keyboard				
00002	MRME2LUA Magic Mouse 2; Quantity 14;				
00003	MRMH2A Apple Keyboard w/ Numeric Keypad: Quantity 14;				
00004	TCDK5P2SG OWC USB-C Travel Dock; Quantity 6				
00005	MU-PA2T0B/AM Samsung Portable SSD - 2TB - USB 3.1 External SSD hard drive; Quantity 12				
	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	37. CHECK NUMBER
<input type="checkbox"/> PARTIAL <input type="checkbox"/> FINAL			<input type="checkbox"/> COMPLETE <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

NAME OF OFFEROR OR CONTRACTOR
 REGAN TECHNOLOGIES CORPORATION

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
00006	OWCMR3UBDRW16 OWC Mercury Pro 16X External USB 3.0 Blu-ray Burner; Quantity 12				
00007	PTH660, Wacom Technology Co. Intuos Pro Medium - Graphics Tablet 8.82" x 5.83" 5080 lpi MultiOtouch Screen; Quantity 7				
00008	354495-1100 Bose Companion 2 Series I11 Multimedia Speaker System; Quantity 7				
00009	S6054LUA AppleCare+ Warranty for 15-inch MacBook Pro; Quantity 14;				
	The obligated amount of award: \$56,807.07. The total for this award is shown in box 26.				

BRIEF DESCRIPTION OF WORK ALTERNATE I

(a) The title of this project is: Purchase of fourteen (14) 15-inch Apple Mac Book Pro Laptops and peripherals

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

The contractor shall provide:

Manufacturer	Description	Part Number	Quantity	Estimated Unit Price	Estimated Cost
Apple Computer Inc.	15-inch MacBook Pro with Touch Bar: (ZOWW) Space Gray (2.3/32/1TB/560x) 2.3GHz 8-core 9th-generation Intel Core i9 processor, Turbo Boost up to 4.8GHz Retina display with True Tone Touch Bar and Touch ID 32GB 2400MHz DDR4memory Radeon Pro 560X with 4GB of GDDRS memory 1TB SSD storage Four Thunderbolt 3 ports Backlit Keyboard	ZOWW	14		
Apple Computer Inc.	Magic Mouse 2 - Space Gray	MRME2LU A	14		
Apple Computer Inc.	Magic Keyboard with Numeric Keypad - US English - Space Gray	MRMH2A	14		
Other World Computing	USB-C Travel Dock - 100 W of Pass-Through Charging - 5 Ports - Integrated Cable	TCDKSP2 SG	6		
Samsung Group	2TB 2.50" USB 3.1 V-NAND Portable SSD	MU-PA2TOB/A M	12		
Other World Computing	Mercury Pro 16X External USB 3.0 Blu-ray Burner	OWCMR3 UBDRW16	12		
Wacom Technology Co.	Intuos Pro Medium - Graphics Tablet 8.82" x 5.83" 5080 lpi MultiOtouch Screen Wired/Wireless Bluetooth/Wi-	PTH660	7		

	Fi - 8192 Pressure Level - Pen – PC Mac - Black				
Bose Corp	Companion 2 Series III Multimedia Speaker System	354495- 1100	7	██████	██████
Apple Computer Inc.	AppleCare+ for MacBook Pro 15" (56054LUA) AppleCare+ for Mac extends coverage to 3 years from the purchase date	S6054LUA	14	██████	██████
TOTAL:					\$56,807.07

Brand Name Justification:

Within the NRC/ADM/DFS, the Multimedia and Graphics Teams of the MGSDB have used Macintosh computers, servers, and software to produce materials for the NRC since the year 2000.

The Graphics Team has over nineteen years of archived files saved on a Macintosh file server, Iomega Zip, Jazz drives, CDs and DVDs. These older files were produced on the Macintosh platform using Macintosh software from Aldus, Adobe, Quark and AutoDesk. Files range from small jobs like event posters and flyers to mission critical projects, publications in the NRC NUREG series, Agency Financial Reports, NRC Regulatory Information Conference (RIC) materials, annual reports from the Office of the Inspector General (OIG) and the NRC Information Digest publications.

The Graphics and Multimedia Teams will face problems dealing with compatibility and conversion issues if any other brand, other than Macintosh is purchased. The NRC has over nineteen years of archived files that were produced on the Macintosh platform using Macintosh OS software such as, Adobe Creative Suite, iMovie, iPhoto, Final Cut Pro, SaNmp, and CatDV. Converting these archived files for both teams from Macintosh environments to Windows environments would present the following challenges:

- Time consuming: Converting files from Macintosh to Windows is very costly and time consuming due to the fundamental differences in operating systems and how they deal with typography, color and print production. Many times, the designer, printer or contractor will choose to recreate a job from scratch rather than try and convert from Macintosh to Windows because of the time involved in troubleshooting errors, many of which are not apparent until the electronic files have been converted into files used by commercial printing presses.

- **Risky:** The conversion of files from Macintosh to Windows format will introduce formatting errors in documents that have been previously approved and vetted by NRC senior management. Correcting these errors will be time consuming and will require documents to enter the editorial process. Resources used for design, editing, manuscript review, program office approval and NRC Senior management approval will be severely impacted.
- **Historically Problematic:** Each font allocates a specific amount of space per character. If fonts are changed during the conversion process, page formatting changes accordingly. Common problems include the introduction of incorrect page breaks, page count changes, and changes in embedded objects (photographs, pictures, tables) in reference to the wording. During the commercial printing process, documents **MUST** be divisible by four for the document to be properly bound.
- **Incompatibility:** Most files would need to be rebuilt from scratch, due to incompatibility issues between the Macintosh operating system and Windows operating systems concerning fonts and subtle differences in the way the design software works on the two different operating systems. Macintosh laptops will ensure compatibility with the 19 years' worth of stored files and can be opened and used without the need of rework and conversion from Macintosh to PC.

(End of Clause)

TASK/DELIVERY ORDER PERIOD OF PERFORMANCE (SEP 2013)

This order shall commence on October 1, 2019 and will expire on September 30, 2022.

(End of Clause)

CONSIDERATION AND OBLIGATION-FIRM-FIXED-PRICE

The total amount of the Firm-Fixed-Price portion of this contract is \$56,807.07, and this amount is fully-funded.

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. Apple; 15-inch MacBook Pro - Space Gray Preferred; Quantity 14
 - a. 15-inch display
 - b. 2019 model
 - c. 2.3GHz 8-core Intel Core i9 processor (or higher)

- d. 1TB SSD storage (minimum)
- e. 32GB 2400MHz DDR4 memory (minimum)
- f. RadeonPro 560X w/4GB GDDR5 memory (minimum)
- 2. Apple; MRME2LL/A Magic Mouse 2 – space gray preferred; Quantity 14
- 3. Apple; MRMH2LL/A Magic Keyboard with Numeric Keypad - US English - Space Gray Preferred; Quantity 14
- 4. Travel Dock, Space Gray preferred; Quantity 6
- 5. Portable SSD - 2TB - USB 3.1 External SSD hard drive; Quantity 12
- 6. External Blue Ray Disc Drive - BD-RE drive; Quantity 12
- 7. Digital Graphic Drawing Tablet; Quantity 7
- 8. Multimedia Speakers; Quantity 7
- 9. 3 Year AppleCare+ warranty for 15-inch MacBook Pro; Quantity 14

(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 NNG15SD39B/31310019F0141.

(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:

NRC Storage & Distribution Facility
ATTN: Woody Machalek, T07E04
4934 Boiling Brook Parkway
Rockville, MD 20852

(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)****52.204-23 PROHIBITION ON CONTRACTING FOR HARDWARE, SOFTWARE, AND SERVICES DEVELOPED OR PROVIDED BY KASPERSKY LAB AND OTHER COVERED ENTITIES. (JUL 2018)****52.211-6 BRAND NAME OR EQUAL (Aug 1999)****52.222-3 CONVICT LABOR. (JUN 2003)****52.225-1 BUY AMERICAN - SUPPLIES. (MAY 2014)****52.227-19 COMMERCIAL COMPUTER SOFTWARE LICENSE. (DEC 2007)****NRCAR Clauses Incorporated by Reference****2052.209-72 CONTRACTOR ORGANIZATIONAL CONFLICTS OF INTEREST. (JAN 1993)****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****52.211-8 TIME OF DELIVERY. (JUN 1997)**

(a) The Government requires delivery to be made according to the following schedule:

Required Delivery Schedule		
Item No.	Quantity	Within Days After Date of Contract
1	14	Within 30 Days After Date of Contract
2	14	Within 30 Days After Date of Contract
3	14	Within 30 Days After Date of Contract
4	6	Within 30 Days After Date of Contract

5	12	Within 30 Days After Date of Contract
6	12	Within 30 Days After Date of Contract
7	7	Within 30 Days After Date of Contract
8	7	Within 30 Days After Date of Contract
9	14	Within 30 Days After Date of Contract

The Government will evaluate equally, as regards time of delivery, offers that propose delivery of each quantity within the applicable delivery period specified above. Offers that propose delivery that will not clearly fall within the applicable required delivery period specified above, will be considered nonresponsive and rejected. The Government reserves the right to award under either the required delivery schedule or the proposed delivery schedule, when an offeror offers an earlier delivery schedule than required above. If the offeror proposes no other delivery schedule, the required delivery schedule above will apply.

Offeror's Proposed Delivery Schedule		
Item No.	Quantity	Within Days After Date of Contract
_____	_____	_____

(b) Attention is directed to the Contract Award provision of the solicitation that provides that a written award or acceptance of offer mailed, or otherwise furnished to the successful offeror, results in a binding contract. The Government will mail or otherwise furnish to the offeror an award or notice of award not later than the day award is dated. Therefore, the offeror should compute the time available for performance beginning with the actual date of award, rather than the date the written notice of award is received from the Contracting Officer through the ordinary mails. However, the Government will evaluate an offer that proposes delivery based on the Contractor's date of receipt of the contract or notice of award by adding (1) five calendar days for delivery of the award through the ordinary mails, or (2) one working day if the solicitation states that the contract or notice of award will be transmitted electronically. (The term *working day* excludes weekends and U.S. Federal holidays.) If, as so computed, the offered delivery date is later than the required delivery date, the offer will be considered nonresponsive and rejected.

(End of clause)

52.211-11 LIQUIDATED DAMAGES - SUPPLIES, SERVICES, OR RESEARCH AND DEVELOPMENT. (SEP 2000)

(a) If the Contractor fails to deliver the supplies or perform the services within the time specified in this contract, the Contractor shall, in place of actual damages, pay to the Government liquidated damages of \$100.00 per calendar day of delay.

(b) If the Government terminates this contract in whole or in part under the Default - Fixed-Price Supply and Service clause, the Contractor is liable for liquidated damages accruing until the Government reasonably obtains delivery or performance of similar supplies or services. These liquidated damages are in addition to excess costs of repurchase under the Termination clause.

(c) The Contractor will not be charged with liquidated damages when the delay in delivery or performance is beyond the control and without the fault or negligence of the Contractor as defined in the Default - Fixed-Price Supply and Service clause in this contract.

(End of clause)

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 during contract period of performance. 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 clause)

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: [REDACTED]

Address: [REDACTED]

Mail Stop: [REDACTED]

Telephone Number: [REDACTED]

(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>.

AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS

It is 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)

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)

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)

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.