

MAY 18 2000

ICF, Incorporated
ATTN: Ms. Frances Schossow
Project Administrator
9300 Lee Highway
Fairfax, Virginia 22031-1207

Dear Ms. Schossow:

Subject: Modification No. 3 to Task Order No. 21
under Contract No. NRC-04-95-065

A proposal is requested for the performance effort described in the enclosed modified Statement of Work. Your proposal is due at or before 5 PM on Friday, June 2, 2000, in an original and two copies, and shall consist of two parts: a technical approach and a cost estimate.

As a minimum, the technical approach shall substantiate your understanding of the requirements of this modification, note any anticipated problem areas or deviations from the Statement of Work, identify key personnel who will perform the work, include resumes of those personnel not already in the contract, and any potential conflict of interest issues. The following certifications must be submitted with your proposal:

"I represent, to the best of my knowledge and belief, that Modification No. 3 to Task Order No. 21 under Contract No. NR5-065 does / / or does not / / involve situations or relationships of the type set forth in NRCAR 2009.570."

You are also required to identify any current/former NRC employees who have been or will be involved, directly or indirectly, in developing the proposal, or in negotiating on behalf of your firm, or in managing, administering or performing any contracts, consultant agreement or subcontract resulting from this proposal (list name, title and date individual left NRC and provide a brief description of the individual's role under this proposal.) If there are no current/former NRC employees involved, a negative statement is required.

The second part of your proposal shall be your cost estimate, prepared using the Standard Form 1411 or a similar format.

It is brought to your attention that the Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with this proposed

Template = ADM001

ADM02

procurement. Accordingly, work on this proposed effort shall not commence without prior Contracting Officer authorization.

Please submit an original and two (2) copies of your proposal to the U.S. Nuclear Regulatory Commission, Attn: Ms. Amy Siller, Division of Contracts and Property Management, M/S T-7-I-2, ADM/DCPM/CMB1, Washington, DC 20555. Proposals delivered by hand, including delivery by any express mail services or special delivery services which use a courier or other person to deliver the responses in person in the NRC, should be addressed in accordance with the foregoing and delivered to:

U.S. Nuclear Regulatory Commission
Division of Contracts and Property Management
ATTN: Amy Siller, T-7I2, ADM/DCPM/CMB1 - (Phone: (301) 415-6747)
11545 Rockville Pike
Rockville, MD 20852

The proposal shall be signed by an official authorized to bind your organization, and it shall contain a statement indicating the period of time the proposal is in effect (not less than 60 days).

Any questions you may have regarding this matter should be addressed to me on (301) 415-6747.

Sincerely,

Amy J. Siller, Contract Specialist
Contract Management Branch 1
Division of Contracts and Property Mgmt.
Office of Administration

Enclosure: As stated

Distribution: CMB1 r/f ASiller CBoyle GGnugnoli

Record Note: Action pursuant to RES-95-065, FFS#5000R100, certifying \$100K in FY00 funds and requesting within scope changes to the SOW.

OFFICE: ADM:DCPM:CMB1
NAME: ASiller:ajs
DATE: 05/18/00 

FILENAME: RFPTO21.MD3

STATEMENT OF WORK

Technical Assistance for Rulemaking on Clearance of Materials and Equipment Having Residual Radioactivity

Contract No. 04-95-065
Modification 3
Task Order No. 21

Modification of this Task Order under Contract No. 04-95-065 is necessary to reflect a number of changes and unanticipated events related to the U.S. Nuclear Regulatory Commission's activities in the area of the release of control of solid materials and equipment having residual radioactivity.

Changes to the Task Order are in **BOLD** and indicated as follows:

3.0 WORKSCOPE

Subtask 1, paragraph 1.4.B is revised to read as follows:

- B. Prepare a database of public comments generated following the first public meeting and revised to include additional comments from the subsequent meetings, organized by categories based on issues identified in the NRC Issues Paper for Discussion, as well as on additional issues raised during these meetings. The NRC TPM shall provide copies of the transcript of the meetings to the Contractor to assist in generating and revising the database. Moreover, this database should incorporate public comments on the FRN received by formal written submittal, from electronic submittal (Internet), and by other appropriate means. The database should be maintained in a format compatible with NRC's current word processing and spreadsheet software.³ **Furthermore:**
- i. **The Contractor shall provide support to the NRC in converting public comments into clean text files and html files for incorporation into the NRC Internet web page provided for listing the public comments on the release of solid materials at licensed facilities :**

http://ruleforum.llnl.gov/cgi-bin/library?source=*&library=SM_RFC_public&file=*

The NRC TPM shall provide the docketed hard copies of the public comments and electronic media containing scanned text files consisting of these same public comments to the Contractor. Handwritten comments will be directly converted to clean text files by the Contractor. The preferable text format should be in word processing format of WordPerfect®, version 7.0 or greater.

- ii. **The Contractor shall provide the NRC TPM with electronic media (either CD ROM or 3.5 inch diskettes) containing both clean text**

format and html versions of each public comment identified by the NRC TPM as needing conversion, as described in 1.4.B.i. above.

- iii. The Contractor shall provide the NRC TPM with the electronic media copies of the public comments (either CD ROM or 3.5 inch diskettes) as mentioned in 1.4.B.ii. above within 30 days of receipt of the hardcopies and scanned text files, as identified in 1.4.B.i. above, as provided by the NRC TPM.

6.0 PERIOD OF PERFORMANCE

The overall period of performance for this Task Order is from **July 1, 1999, to May 29, 2001**. Subtasks 2 and 3 are not sequential, therefore, the Contractor can work on these subtasks simultaneously. The Contractor can work on Subtask 4 once Subtask 3 results are available.

7.0 LEVEL OF EFFORT

The level of effort for this modification is 12 staff months, which increases the total level of effort for this Task Order to be estimated at 43 staff months.

10.0 DELIVERABLES

The deliverables discussed below shall adhere to NRC formats and conventions for regulatory products, as stipulated in Section 4, Reporting Requirements.

<u>Product</u>	<u>Draft</u>	<u>Due Date</u>	<u>Revised or Final¹</u>
Subtask 1: Assistance with Enhanced Participatory Rulemaking Process and NEPA Scoping Process and Analysis of Public Comments			
Assistance in preparation of FRN of intent to hold public meetings and to conduct a scoping process scoping process	1 mo. after Task Order award		2 mos. after Task Order award
Prepare database & software format for assembling and organizing public comments	1.5 mos. after Task Order award		3 mos. after Task Order award
Assist NRC in converting public comments into formatted files for inclusion into Internet web page			30 days after receipt of docketed public comments from NRC TPM
Prepare a database of public comments	3 wks. after first meeting		2/11/2000
Prepare a public comment summary	1/21/2000		2/04/2000
EPR and NEPA scoping process summary report ²	5/11/2000		8/02/2000
NUREG/CR report -- summary and categorization of public comments	5/11/2000		8/02/2000

¹Time periods between drafts, revisions and finals include review periods by NRC staff.

²Final scoping process summary report shall include resolutions to comments.