



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

AUG 08 2002

Sciencetech, Inc.  
ATTN: Ms. Shirley L. Afable  
Sr. Contract Administrator  
910 Clopper Drive, Suite  
Gaithersburg, Maryland 20878-1363

SUBJECT: TASK ORDER NO. 2 UNDER CONTRACT NO. NRC 08-01-117

Dear Mr. Afable:

In accordance with the Section G.3, Task Order Procedures, of the subject contract, this letter definitizes Task Order No. 2. This effort shall be performed in accordance with the enclosed Statement of Work and the Contractor's technical proposal dated, May 20, 2002, which is made a part hereof.

Task Order No. 2 shall be in effect from August 9, 2002, through August 8, 2004, with a cost ceiling of \$695,734.00. The amount of \$644,198.00 represents the total estimated reimbursable costs, and the amount of \$51,536.00 represents the fixed fee.

The amount presently obligated with respect to this task order is 50,000.00, of which the amount of \$46,296.30 represents the reimbursable cost, and the amount of \$3,703.70 represents the fixed fee.

In accordance with FAR Clause 52.232-22 - LIMITATION OF FUNDS, the contractor is not obligated to continue performance under this task order or otherwise incur costs in excess of the amount obligated, until the Contracting Officer notifies the contractor in writing that the obligated amount has been increased. In absence of such notification by the Contracting Officer, the Government is not obligated to reimburse the contractor for any costs in excess of the obligated amount specified herein.

Accounting data for Task Order No. 2 is as follows:

B&R No.:	27G-40-401-550	BOC:	252A
APPN No.:	1/21093	FFS Commitment No.	OIP02306
Job Code:	A2001	OBLIGATED AMOUNT:	\$50,000.00

The following individual(s) are considered to be essential to the successful performance of the work hereunder:

[REDACTED]

The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Contract Clause H.2, Key Personnel

The issuance of this task order does not amend any terms or conditions of the subject contract.

Your contacts during the course of this task are:

Technical Matters:  
John E Ramsey, Project Officer  
(301) 415-2744

Contractual Matters:  
Joyce A. Fields, Contracting Officer  
(301) 415-6564

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 provides 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 Joyce Fields on (301) 415-6564.

Sincerely,

*For Joyce A. Fields*  
Sharon D. Stewart, Contracting Officer  
Contract Management Center 1  
Division of Contracts  
Office of Administration

Enclosure: As stated

ACCEPTED:

*Melissa H. Aufmuth*  
NAME **Melissa H. Aufmuth**  
**Contracts Manager**

TITLE

*8/13/02*  
DATE

**STATEMENT OF WORK  
SUPPORT TO NUCLEAR REGULATORY AUTHORITY OF THE  
REPUBLIC OF ARMENIA**

**TASK 1      PROGRAM PLANNING AND MANAGEMENT**

The contractor shall assist the Nuclear Regulatory Authority of the Republic of Armenia (ANRA) in development of a long term regulatory development plan. The plan will identify the priority areas, define detailed scope of work, schedule and level of effort. The contractor shall assist ANRA in the periodic review and update of the long term development plan.

The contractor will periodically review and develop in consultation with the NRC and the ANRA the short term objectives and short term scope of work. The short term objectives and scope of work will depend on a number of factors achievements to date, immediate ANRA needs, funding availability and other factors.

The contractor shall develop an appropriate contractual relationship with ANRA and/or other entities needed to perform work under this support program. The contract will identify the process for preparation, review and issuing of task orders, establish appropriate labor rates, and establish the criteria and the process for work acceptance and financial and technical reporting.

**TASK 2      REVIEW AND ASSESSMENT OF EXISTING BASIC REGULATIONS,  
STANDARDS AND GUIDES**

The contractor shall assist the ANRA in reviewing existing ANRA regulations, standards and guides and comparing them to US and IAEA regulations, standards and guides. Differences (strengths, weaknesses, omissions, etc.) between ANRA regulations, standards and guides and those utilized internationally should be identified and recommendations for improvements should be made. This review should be performed in cooperation with ANRA staff, as well as with other experts as identified by the ANRA.

All ANRA regulations, standards and guides should be reviewed and assessed. However, priority should be given to regulations, standards and guides in the areas of:

- o nuclear power plant operations;
- o nuclear power plant decommissioning;
- o radioactive waste;
- o spent fuel storage, packaging and transport;
- o radioactive sources;
- o operator licensing;
- o emergency planning; and
- o inspection standards and requirements.

This review should focus on technology comparable to what is or potentially will be utilized in Armenia.

**TASK 3 DEVELOPMENT OF NEW AND MODIFICATIONS TO EXISTING BASIC REGULATIONS, STANDARDS AND GUIDES**

The activities in Task 2 will result in the identification of differences between ANRA regulations, standards and guides and those used in US and by IAEA, as well as in recommendations for improvements. Upon completion of Task 2, the contractor shall assist the ANRA in modifying its regulations, standards and guides to incorporate recommendations made, as appropriate. This effort should be performed in cooperation with ANRA staff, as well as with other experts as identified by the ANRA.

**TASK 4 DEVELOPMENT OF NEW AND MODIFICATIONS TO EXISTING INTERNAL PROCEDURES**

Tasks 2 and 3 will result in establishment of ANRA basic regulations, standards and guides. Upon completion of Task 3, the contractor shall assist the ANRA in developing and establishing internal procedures needed to consistently implement the developed basic regulations, standards and guides. This will include both technical and administrative-related procedures. Examples include:

- o procedures for ANRA review, comment and approval of safety analysis reports; and
- o procedures for ANRA review, comment and approval of license applications.

This effort should be performed in cooperation with ANRA staff, as well as with other experts as identified by the ANRA.

This effort should also include development of a document management/retrieval system for ANRA.

**TASK 5 TECHNICAL SUPPORT**

The contractor shall provide needed technical expertise, advise and training to ANRA to support ANRA's exercising its nuclear regulatory and oversight responsibilities. This effort should be performed in cooperation with ANRA staff, as well as with other experts as identified by the ANRA. This effort will include review and comment of safety analysis reports and other safety-related information submitted for ANRA review/approval. Additionally, this effort may include the support to ANRA activities in developing and implementing a system and specific measures to account for, control and manage radioactive sealed sources in Armenia. Examples of potential technical issues include:

- o nuclear power plant operations;
- o nuclear power plant decommissioning;
- o radioactive waste;
- o spent fuel storage, packaging and transport;
- o radioactive sources;
- o operator licensing;
- o emergency planning; and
- o inspection standards and requirements.

All activities should be conducted in accordance with the regulations, standards, guides and procedures developed during Tasks 2, 3, and 4 above.

#### **ANTICIPATED LEVEL OF EFFORT**

##### **TASK 1: PROGRAM PLANNING AND MANAGEMENT**

The estimated level of effort for Task 1 is approximately 0.20 FTE over an 2-year period which is anticipated to start in mid-June 2002.

##### **TASK 2: REVIEW AND ASSESSMENT OF EXISTING BASIC REGULATIONS, STANDARDS AND GUIDES**

The estimated level of effort for Task 2 is approximately 0.10 FTE over an 2-year period which is anticipated to start in mid-June 2002.

##### **TASK 3: DEVELOPMENT OF NEW AND MODIFICATIONS TO EXISTING BASIC REGULATIONS, STANDARDS AND GUIDES**

The estimated level of effort for Task 3 is approximately 0.10 FTE over an 2-year period which is anticipated to start in mid-June 2002.

##### **TASK 4 DEVELOPMENT OF NEW AND MODIFICATIONS TO EXISTING INTERNAL PROCEDURES**

The estimated level of effort for Task 4 is approximately 0.10 FTE over an 2-year period which is anticipated to start in mid-June 2002.

##### **TASK 5 TECHNICAL SUPPORT**

The estimated level of effort for Task 5 is approximately 0.50 FTE over an 2-year period which is anticipated to start in mid-June 2002.

#### **ANTICIPATED SCHEDULE AND DELIVERABLES**

The contractor shall begin efforts to assist the ANRA development in development of the long term regulatory development plan (as specified in Task 1) within 60 days after acceptance of this task.

The contractor shall provide the NRC project manager with copies of ANRA draft basic regulations, standards, guides, internal procedures, etc. developed under Tasks 2, 3 and 4 within 60 days of their completion.

The contractor shall also prepare and submit a quarterly status report to the project officer and the contracting officer. This report shall contain such information as:

Financial Status

- Total Estimated Contract Amount;
- Total Funds Obligated to Date;
- Total Costs Incurred in the Reporting Period,
- Detailed Costs Incurred During the Reporting Period;
- Balance of Obligations Remaining; and
- Balance of Funds Needed to Complete Contract/Task Order.

Technical Progress (Tasks 1, 2, 3, 4, and 5)

- Efforts Completed/Schedule Milestone Information;
- Work Performed During the Reporting Period;
- Plans for Next Reporting Period; and
- Anticipated Problem Areas.

**ANTICIPATED MEETINGS AND TRAVEL**

The contractor shall maintain effective communication with both the NRC project manager and the ANRA project manager. Coordination meetings between the contractor, the NRC project manager and the ANRA project manager throughout the duration of this task order are anticipated. Meetings will primarily be held at NRC offices in Rockville, Maryland, and at ANRA headquarters in Yerevan, Armenia. Meetings will be scheduled on an as needed basis. For planning purposes, it should be assumed that coordination meetings are held quarterly alternating between Rockville, Maryland and Yerevan, Armenia. In addition, the NRC project manager and the ANRA project manager may choose to periodically meet at the contractor's facility to review progress and to provide input into the project.

To successfully conduct and oversee this work it may be necessary for the contractor to establish, staff and equip (using both contractor personnel and subcontractors) a working office at ANRA headquarters in Yerevan, Armenia. For planning purposes, it should be assumed that contractor personnel are present in Yerevan, Armenia 25% of the time.

**NRC FURNISHED MATERIAL**

No materials are expected to be provided under this task order.

**CONTRACTOR ACQUIRED MATERIAL**

No materials are expected to be acquired under this task order.

**PERIOD OF PERFORMANCE**

This task order shall commence on April 9, 2002, and will expire on April 8, 2004