



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

March 28, 2003

Beckman and Associates, Inc
ATTN: Ms. Vicki Beckman
1071 State Route 136
Belle Vernon, PA 15012

SUBJECT: TASK ORDER NO. 148 "DAVIS BESSE PROGRAM REVIEW INSPECTION"
UNDER CONTRACT NO NRC-03-98-021

Dear Ms. Beckman:

In accordance with Section G.5, Task Order Procedures, of the subject contract, this letter definitizes the subject task order. The effort shall be performed in accordance with the enclosed Statement of Work

Task Order No. 148 shall be in effect from March 28, 2003, through May 30, 2003, with a cost ceiling of \$115,172.73. The amount of \$111,547.44 represents the estimated reimbursable costs, and the amount of \$3,625.29 represents the fixed fee.

Accounting data for Task Order No. 148 is as follows:

B&R No.:	320-15-103-142
Job Code:	J-2548
BOC:	252A
APPN No.:	31X0200.320
FFS#:	NRR98021148
Oblig. Amt.:	\$100,000.00

Incremental funds in the amount of \$100,000.00 are being obligated under this task order. The obligated amount shall, at no time, exceed the task order 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 sole risk.

The following individuals are considered to be essential to the successful performance for work hereunder: Mr. John Beck and Mr. Michael Brothers. The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Contract Clause H.4, 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 order are:

Technical Matters: Donald P. Norkin
Project Officer
(301) 415-2954

Contractual Matters: Mona C. Selden
Contract Specialist
(301) 415-7907

Acceptance of Task Order No. 148 should be made by having an official, authorized to bind your organization, execute three copies of this document in the space provided and return two copies to the Contract Specialist. You should retain the third copy for your records.

Sincerely,

for Joyce A. Fields

Donald A. King, Contracting Officer
Contract Management Center 1
Division of Contracts
Office of Administration

Enclosure: Statement of Work

ACCEPTED: Task Order No. 148

Wicki C. Deanna

NAME

CEO

TITLE

4-3-03

DATE

CONTRACT NRC-03-98-021

STATEMENT OF WORK
Task Order No 148

TITLE: Davis Besse Program Review Inspection

DOCKET NUMBER: 50-346
JOB CODE: J-2548

B&R NUMBER: 220-15-103-142

NRC PROJECT OFFICER: D.P. Norkin, NRR (301) 415-2954
TEAM LEADER: G. C. Wright, Region III (630)-829-9602

PERIOD OF PERFORMANCE: 03/28/03 - 05/30/2003

BACKGROUND

As a result of significant head degradation at Davis Besse, the licensee is performing a series of Safety Culture and Safety Conscious Work Environment (SCWE) assessments. These assessments need to be evaluated as directed by the Chairman of the Oversight Panel for Davis Besse.

OBJECTIVE

The objective of this task order is to obtain expert technical assistance in the areas of safety culture, employee concern programs, and safety conscious work environment (SCWE) assessment tools/instruments. The expertise would be used to assess the licensee's employee concerns program, SCWE, and safety culture prior to restart. Expertise in one or more of the following areas is required.

- (1) Evaluation and assessment of employee concerns programs;
 - (A) program elements
 - (B) implementation
 - (C) monitoring
 - (D) resolution of comment

- (2) Evaluation and assessment of Safety Conscious Work Environment;
 - (A) Elements of effective SCWE programs
 - (B) Ombudsman programs
 - (C) Interview techniques for assess effectiveness of SCWE

- (3) Evaluation and assessment of Safety Culture monitoring /measuring tools.

In addition to the required expertise, utility management experience would contribute significantly to the assessments of the program areas.

Attachment

WORK REQUIREMENTS AND SCHEDULE

It shall be the responsibility of the contractor to assign qualified technical staff, employees, and subcontractors, who have the required educational background, experience, or combination thereof, to meet both the technical and regulatory objectives of the work specified in this Statement of Work (SOW). The NRC will rely on representation made by the contractor concerning the qualifications of the personnel proposed for assignment to this task order including assurance that all information contained in the technical and cost proposals, including resumes and conflict of interest disclosures, is accurate and truthful.

The Team Leader may issue technical direction from time to time during the duration of this task order. Technical direction must be within the general Statement of Work stated in this task order, and shall not constitute new assignments of work or changes of such nature as to justify an adjustment in cost or period of performance. The contractor shall refer to the basic contract for further information and guidance on any technical directions issued under this task order.

Any modifications to the scope of work, cost, or period of performance of this task order must be issued by the Contracting Officer and will be coordinated with the Project Officer. Specific tasks under this task order are:

1. Inspection preparation on, or about, March 31-April 4, 2003 at NRC Headquarters, Rockville, MD.
 - a. Obtain a thorough understanding of the inspection areas by review of licensee provided documentation
 - b. Review selected programs
 - c. Develop a list of questions or areas of concern.
2. Perform on-site inspection on, or about, April 7-11, 2003, April 28-May 2, 2003, and May 5-9, 2003.
 - a. Perform the inspection in accordance with the inspection plan.
 - b. Discuss potential findings with the Team Leader.
3. Document the inspection on, or about, May 12-16, 2003 at the contractor's office. Final inspection report input is due on, or about, May 19, 2003.
 - a. Follow the guidelines of NRC Inspection Manual Chapter 0612, "Power Reactor Inspection Reports", as directed by Team Leader.
 - b. The 40 hours for documentation is a maximum, dependent on the risk significance of findings. The actual hours could be less, at the discretion of the Team Leader.

REPORT REQUIREMENTS

During Tasks 1 and 2, the contractor shall provide an inspection plan and inspection related documentation, as directed by the Team Leader.

At the end of Task 3, a feeder to the final inspection report shall be provided to the Team Leader in an electronic format acceptable to the Team Leader. A hard copy shall be provided to the Project Officer. The contractor shall not undertake any further efforts toward report finalization, such as management review of the feeder report

TRAVEL (for estimating purposes only)

Two 5-day trips to the NRC HQ, Rockville, MD
Five 5-day trips to the site.

The contractor shall coordinate all travel arrangements in advance with the NRC Team Leader

NRC FURNISHED MATERIAL

Documents required to prepare for the inspection will be provided by the NRC Team Leader.

OTHER APPLICABLE INFORMATION

The work specified in this SOW is 100% licensee fee recoverable. The contractor shall provide fee recovery information in the monthly progress reports in accordance with the requirements of the basic contract.