AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF PAGES
	1	1

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
02	See #16C	RFPA HR-01-285-002	

6. ISSUED BY CODE

U.S. Nuclear Regulatory Commission
Division of Contracts
Attn: T-7-I-2
Contract Management Center 1
Washington DC 20555

7. ADMINISTERED BY (If other than Item 6) CODE 3100

U.S. Nuclear Regulatory Commission
Div of Contracts
Two White Flint North - MS T-7-I-2

Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

Source Production & Equipment Co., Inc.
Attn: George Moran, Vice President
113 Teal Street
St. Rose, LA 70087-9691

CODE FACILITY CODE

(X)	
	9A. AMENDMENT OF SOLICITATION NO. HR-01-285
	9B. DATED (SEE ITEM 11)
	10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-38-01-285
X	10B. DATED (SEE ITEM 13) 09-30-2001

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:
(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment of each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)	
	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
X	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification is to: (1)delete Attachment 6, Quality Assurance Surveillance Plan, as an attachment to the contract and provide it to the Contractor for informational purposes, and (2) renumber Attachment 7, Surveillance Monitoring Form as Attachment 6. Accordingly, the contract is modified as follows:

(1) The Quality Assurance Surveillance Plan is deleted entirely and no longer a part of the contract.
(2) The Quality Assurance Surveillance Plan will be provided to the Contractor for informational purposes.
(3) The Surveillance Monitoring Form is changed from Attachment 7 to Attachment 6.

All other terms and conditions of the contract, including the contract ceiling amount of $164,500.00, remain the same.

This modification does not obligate any funds.

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)
	Donald A. King Contracting Officer
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)	15C. DATE SIGNED
	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)
	16C. DATE SIGNED 8/12/03

STANDARD FORM 30 (REV. 10-83)

TEMPLATE - ADM001

ADM002

QUALITY ASSURANCE SURVEILLANCE PLAN
CONTRACT NO. NRC-38-01-285

INTRODUCTION

This Quality Assurance Surveillance Plan (QASP) has been developed pursuant to the requirements of FAR 37.602-2 for Contract No. NRC-38-01-285. This plan sets forth procedures that will be used in evaluating the technical performance of the contractor.

A. Purpose of the QASP

1. The QASP is intended to accomplish the following:

    a. Define the roles and responsibilities of participating government officials;
    b. Define the types of work to be performed;
    c. Describe the evaluation methods that will be employed by the government in assessing the contractor's performance;
    d. Provide copies of the quality assurance monitoring forms that will be used by the government in documenting and evaluating the contractor's performance; and
    e. Describe the process of performance documentation.

2. The contractor has developed a Quality Control Plan (QCP) which sets forth procedures and responsibilities for controlling high quality work. The contractor has designated his employee, George Moran, to be responsible for implementation of the QCP.

B. Roles and Responsibilities of Government Officials

The following government officials will participate in assessing the quality of the contractor's performance. Their roles and responsibilities are described as follows:

1. Paul Knapp will serve as the NRC Project Officer and be responsible for monitoring, assessing, recording and reporting on the technical performance of the contractor in accordance with the "Performance Requirement Summary." The PO will have primary responsibility for completing "Surveillance Monitoring Forms" which will be used to document the inspection and evaluation of the contractor's work performance.

2. Mona C. Selden will serve as the NRC Contract Specialist (CS) and has overall responsibility for overseeing the contractor's performance. The CS will also be responsible for the day-to-day monitoring of the contractor's performance in the area of contract compliance and contract administration; reviewing the PO's assessment of the contractor's performance; and resolving all differences between the PO's version and the contractor's version.

C. Types of Work Performed

1. Training

The contractor shall instruct the Safety Aspects of Industrial Radiography Course.

2. Training Support

a. The contractor shall provide each student with a three-ring binder containing the course material in accordance with Section B.4.5.
b. The contractor shall develop/furnish case studies and "real life" workshop examples to supplement the course lectures in accordance with Section B.4.5.
c. The contractor shall utilize visual aids (view graphs, slides, etc.) to assist the student's understanding of the subject matter in accordance with Section B.4.5.
d. The contractor shall utilize learning objectives for each course lecture, and formal lesson plans for presenting the course lectures, problems, exercises and demonstrations in accordance with Section B.4.5.
e. The contractor shall develop and provide the NRC Project Officer with at least three (3) course examinations in accordance with Section B.4.5.
f. The contractor shall furnish personnel monitoring equipment for each student in accordance with Section B.4.5.
g. Within 30 calendar days of completion of a course presentation, the contractor shall submit a Course Presentation Report to the NRC Project Officer in accordance with Section B.9.

D. Methods of Surveillance

1. **Based on student evaluations**, the PO will monitor actual classroom instruction to determine if training is effective; i.e., instructor succinctly and accurately imparts information and knowledge, responds to students questions and remarks and maintains course schedule.

2. Information from course evaluations and tests will be evaluated to determine if course objectives and performance measurements have been met.

E. Quality Assurance Forms and Report

1. The PO will use the Surveillance Monitoring Form (Attachment No. 7) to document and evaluate the contractor's performance under the contract.
2. The PO will judge each requirement in accordance with the performance standards and performance requirements stated in the Performance Requirements Summary (PRS).
3. The PO will substantiate all requirements which the PO judges to be indicative of "unacceptable" performance. Performance at the "acceptable" level is expected from the contractor and need not be substantiated.
4. The PO will forward copies of all completed surveillance monitoring forms to the CO and contractor upon completion of the form. The contractor is required to respond in writing to any negative QA monitoring form(s) within 5 working days after receipt of the form.

F. Analysis of Surveillance Results

The CO will review each monitoring form prepared by the PO. When appropriate, the CO may investigate the performance event further to determine if all the facts and circumstances surrounding the event were considered in the PO's opinions outlined on the forms. The CO will discuss every event receiving a substandard rating with the contractor prior to taking the reduction in price.