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OFFICE OF NUCLEAR REGULATORY RESEARCH

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Division 3
Task DG-3009

DRAFT REGULATORY GUIDE

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DRAFT REGULATORY GUIDE DG-3009

TOPICAL GUIDELINES FOR
THE LICENSING SUPPORT SYSTEM

A. INTRODUCTION

Subpart J, "Procedures Applicable to Proceedings for the Issuance of Licenses for the Receipt of High-Level Radioactive Waste at a Geologic Repository" (10 CFR 2.1000 to 2.1027), of 10 CFR Part 2, "Rules of Practice for Domestic Licensing Proceedings and Issuance of Orders," sets forth procedures for an adjudicatory proceeding on the application for a license to receive and possess high-level nuclear waste at a geologic repository under 10 CFR Part 60. Pursuant to these regulations, the Licensing Support System (LSS), an electronic information management system, is being designed and implemented to provide for the entry of and access to potentially relevant licensing information.

This regulatory guide defines the scope of documentary material that should be included in the LSS. Interim topical guidelines, drafted by the High-Level Waste Licensing Support System Advisory Review Panel, were adopted by the U.S. Nuclear Regulatory Commission (NRC) with the statement that the topical guidelines would later be revised and set forth as a regulatory guide by NRC staff (see 54 FR 14925, dated April 14, 1989). The interim topical guidelines were partially modeled after the environmental assessments prepared in connection with the U.S. Department of Energy's (DOE's) site selection process.

Document is defined in 10 CFR 2.1001 as "...any written, printed, recorded, magnetic, graphic matter, or other documentary material, regardless of form or characteristic." In addition, 10 CFR 2.1001 defines documentary material as

This regulatory guide is being issued in draft form to involve the public in the early stages of the development of a regulatory position in this area. It has not received complete staff review and does not represent an official NRC staff position.

Public comments are being solicited on the draft guide (including any implementation schedule) and its associated regulatory analysis or value/impact statement. Comments should be accompanied by appropriate supporting data. Written comments may be submitted to the Regulatory Publications Branch, DFPS, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC 20555. Copies of comments received may be examined at the NRC Public Document Room, 2120 L Street NW., Washington, DC. Comments will be most helpful if received by October 29, 1993.

Requests for single copies of draft guides (which may be reproduced) or for placement on an automatic distribution list for single copies of future draft guides in specific divisions should be made in writing to the U.S. Nuclear Regulatory Commission, Washington, DC 20555, Attention: Office of Administration, Distribution and Mail Services Section.

"...any material or other information that is relevant to, or likely to lead to the discovery of information that is relevant to, the licensing of the likely candidate site for a geologic repository. The scope of documentary material shall be guided by the topical guidelines in the applicable NRC Regulatory Guide." The forms of these materials are listed in Appendix A, a nonexhaustive list of types of documents that may be included in the LSS.

The interim topical guidelines and Draft Regulatory Guide DG-3003, "Format and Content of the License Application for the High-Level Waste Repository" (FCRG), were considered in the development of this draft regulatory guide. DG-3003 is being developed to provide guidance on information that should be submitted in the license application. Pursuant to Section 114(f)(4) of the Nuclear Waste Policy Act of 1982, as amended (42 U.S.C. 10134(f)(4)), the Commission is required, "to the extent practicable," to adopt the environmental impact statement (EIS) prepared by DOE. The Commission's regulations have been amended to be in accord with this statutory provision (see 10 CFR 51.26(c)). The environmental issues in the licensing proceeding will be limited to those needed to determine whether or to what extent it is practicable to adopt the EIS prepared by DOE, as established by regulation in 10 CFR 52.109. However, in considering whether to adopt the EIS prepared by DOE, the Commission must consider whether "significant and substantial new information or new considerations render such environmental impact statement inadequate" (see 10 CFR 51.109(c)(2)). To determine whether any such information or consideration is "new," the environmental information and transportation information considered by DOE in preparing its EIS may need to be examined. Therefore, the topics of environmental information and transportation information have been included in the topical guidelines.

B. DISCUSSION

Purpose of the Regulatory Guide

The purpose of this regulatory guide is to provide a list of the topics for which LSS participants should submit documentary materials for entry into the LSS under 10 CFR 2.1003. The topical guidelines are designed to be broad enough to encompass all potential licensing issues. This regulatory guide will also be used by the Pre-License Application Presiding Officer for

evaluating petitions for access to the LSS during the pre-license application period under 10 CFR 2.1008.

This regulatory guide will not be used as the detailed topical index for documentary evidence contained in the LSS. Neither will it serve to determine the scope of contentions that may be offered in the application proceeding under 10 CFR 2.1014.

Use of the Regulatory Guide

To the extent practicable, the regulatory guide format follows the repository systems and conforms to the approach taken in other generic NRC licensing documents for the high-level waste repository program.

Because the topical guidelines have been kept broad and at a fairly high level of detail, the user should consider each topic to be inclusive rather than exclusive. For instance, in 10 CFR Part 60, Subpart F requires a performance confirmation program for the various components of the repository system. However, performance confirmation is not listed as a topic in this regulatory guide. Rather, information pertinent to performance confirmation for any particular component of the repository system would be considered to fall under the topic designating that particular system (performance confirmation relevant to geologic processes would be considered topical information under the appropriate heading for the "Natural System").

The topical guidelines are presented at one to three levels of detail. Each guideline should be considered all-inclusive with regard to all documents germane to that topic for the site. For example, much of the information that supports the licensing proceeding will be based on the use of methodologies, computer codes, and models. It is appropriate for such information to be included in the LSS. As stated above, DG-3003 is being developed to provide guidance on the information that should be submitted in the license application and on the types of information that could be included in the LSS.

C. TOPICAL GUIDELINES

1. General Information
 - 1.1 General Facility Description
 - 1.2 Basis for Licensing Authority
 - 1.3 Schedules Relevant to the NRC/DOE Repository Programs
 - 1.4 Any Publicly Available Information on Certification of Safeguards
 - 1.5 Any Publicly Available Information on the Physical Security Plan
 - 1.6 Site Characterization
 - 1.7 License Specifications (those variables, conditions, or other items that DOE determines to be probable subjects of license specifications)
 - 1.8 Environmental Information
 - 1.9 Transportation Information
 - 1.10 Information Relevant to NRC Findings Regarding Compliance with Statutes Other than: The Atomic Energy Act, as amended; the Energy Reorganization Act of 1974; and the Nuclear Waste Policy Act, as amended; of which Federal agencies must take cognizance in licensing actions, e.g., American Indian Religious Freedom Act, Endangered Species Act of 1973

2. The Natural Systems of the Geologic Setting
 - 2.1 Geologic System
 - 2.1.1 Regional Geology
 - 2.1.2 Site Geology
 - 2.1.3 Future Variations in Geologic Processes
 - 2.2 Hydrologic System
 - 2.2.1 Surface Water Hydrology
 - 2.2.2 Regional Hydrogeology
 - 2.2.3 Site Hydrogeology
 - 2.3 Geochemical System
 - 2.3.1 Regional Geochemistry
 - 2.3.2 Site Geochemistry
 - 2.4 Climatological and Meteorological Systems
 - 2.4.1 Present Climate and Meteorology
 - 2.4.2 Paleoclimatology
 - 2.4.3 Future Climatic Variation
 - 2.5 Integrated Natural System Response to the Maximum Design Thermal Loading
 - 2.6 Processes and Events (anticipated and unanticipated, potentially disruptive)
 - 2.7 Effectiveness of Natural Barriers Against the Release of Radioactive Material to the Environment (Information relevant to the performance objectives of 10 CFR 60.113)
3. Geologic Repository Operations Area (GROA): Physical Facilities
 - 3.1 Surface Facilities
 - 3.1.1 Waste Handling System/Buildings/Equipment (Including Hot Cell)

- 3.1.2 On-Site Radioactive Waste Management System
 - 3.1.3 Fire and Explosion Protection Systems
 - 3.1.4 Emergency Systems
 - 3.1.5 Communication Systems
 - 3.1.6 Utility Systems
 - 3.1.7 Instrumentation and Control Systems
 - 3.1.8 On-Site Transportation System
 - 3.1.9 Ventilation Systems
 - 3.1.10 Operations Support Systems
 - 3.1.11 Plans for the Decommissioning System
 - 3.1.12 Other Surface Systems
- 3.2 Shafts/Ramps
- 3.2.1 Waste Shaft/Ramp
 - 3.2.2 Muck Shaft/Ramp
 - 3.2.3 Ventilation Intake Shafts
 - 3.2.4 Ventilation Exhaust Shafts
 - 3.2.5 Personnel and Materials Shafts
 - 3.2.6 Plans for the Decommissioning System
 - 3.2.7 Other Shaft/Ramp Systems
- 3.3 Underground Facility
- 3.3.1 Excavation and Ground Support Systems
 - 3.3.2 Muck Handling System
 - 3.3.3 Ventilation System
 - 3.3.4 Waste Emplacement System
 - 3.3.5 Waste Retrieval System
 - 3.3.6 Emergency Systems
 - 3.3.7 Communication System
 - 3.3.8 Operations Support System
 - 3.3.9 Plans for the Decommissioning System
 - 3.3.10 Other Underground Systems
- 3.4 Interface of Structures, Systems, and Components
- 3.5 Retrievability of Waste

- 3.6 Effectiveness of the GROA Against the Release of Radioactive Materials to the Environment (Information relevant to the performance objectives of 10 CFR 60.111)
- 4. Engineered Barrier Systems
 - 4.1 Waste Package
 - 4.2 Waste Form
 - 4.3 Underground Facility
 - 4.4 Engineered Barrier System Waste Package Emplacement Environment
 - 4.5 Engineered Barrier System Alternate Design Features
 - 4.6 Effectiveness of Engineered Barriers Against the Release of Radioactive Material to the Environment (Information relevant to the performance objectives of 10 CFR 60.113)
- 5. Overall System Performance Assessment
 - 5.1 Basic Approach
 - 5.2 System Description
 - 5.2.1 Conceptual Models
 - 5.2.2 Processes and Events (Potentially Disruptive)
 - 5.2.3 Processes and Events (Undisturbed Performance)
 - 5.3 Cumulative Release of Radioactive Materials
 - 5.3.1 Screening of Processes and Events
 - 5.3.2 Scenario Development and Screening
 - 5.3.3 Consequence Analyses: Estimates of Cumulative Releases
 - 5.3.4 Probability Estimates
 - 5.3.5 Model and Code Validation

- 5.4 Undisturbed Performance
 - 5.4.1 Individual Protection Requirements
 - 5.4.2 Groundwater Protection Requirements
 - 5.4.3 Model and Code Validation

6. Conduct of Repository Operations

6.1 Maintenance

6.2 Organization

6.3 Personnel

6.4 Records/Reports

6.5 Training Programs

6.6 Schedules

6.7 Identification of Operating Controls and Limits

6.8 Preservation of Records

6.9 Site Markers

7. Land Ownership and Control

7.1 Plans for Restricting Controlled Area Access

7.1.1 Identification of Controlled Area

7.1.2 Identification of Existing Legal Interests

7.1.3 Identification of Legal Interests To Be Obtained

7.1.4 Water Rights

- 7.2 Plans for Regulating Land Use Outside the Controlled Area
 - 7.2.1 Identification of Adjacent Areas of Concern
 - 7.2.2 Identification of Existing Legal Interests
 - 7.2.3 Identification of Legal Interests To Be Obtained
- 7.3 Plans for Regulating Land Use at the GROA
- 7.4 Other Types of Legal Interests
- 8. Quality Assurance (QA) Records
 - 8.1 QA Records for Site Characterization
 - 8.2 QA Records for Design and Construction
 - 8.3 QA Records Including Records Covering Operations, Permanent Closure, Decontamination and Decommissioning
 - 8.4 QA Records for All Relevant Research Activities
- 9. Emergency Planning
- 10. Radiation Protection
 - 10.1 Ensuring that Radiation Exposures are As Low As Reasonably Achievable (ALARA)
 - 10.2 Radiation Sources
 - 10.3 Radiation Protection Design Features
 - 10.4 Estimated Onsite Dose Assessment
 - 10.5 Health Physics Program
 - 10.6 Estimated Offsite Dose Assessment
- 11. Any Alternatives Considered (e.g., design interpretations, models)

APPENDIX A

CATEGORIES OF DOCUMENTS TO BE INCLUDED IN THE LICENSING SUPPORT SYSTEM

This appendix contains a nonexhaustive list of the types of documents that may be included in the LSS.

1. Technical reports and analyses by all participants (including those developed by contractors)
2. Quality assurance records
3. External correspondence
4. Internal memoranda
5. Meeting minutes/transcripts
6. Draft documents on which a nonconcurrence has been registered
7. Congressional questions and answers (Qs and As)
8. Other documents (for 8.1 through 8.9, include data bases and references)
 - 8.1 Draft and final environmental assessment for the site characterized
 - 8.2 Site characterization plan
 - 8.3 Site characterization study plans
 - 8.4 Site characterization progress reports
 - 8.5 Issue-resolution reports
 - 8.6 License application
 - 8.7 Topical reports, data, and data analyses
 - 8.8 The Department of Energy (DOE) Environmental Impact Statement
 - 8.9 Recommendation report to the President of the United States (notice of disapproval, if submitted)
 - 8.10 Any publicly available information on rulemakings

- 8.11 Public and agency comments on documents
- 8.12 Response to comments
- 8.13 NRC technical positions
- 8.14 NRC regulatory guides
- 8.15 The DOE project-decision schedules
- 8.16 DOE program-management documents

APPENDIX B

EXCLUDED AND PRIVILEGED INFORMATION

10 CFR 2.1005, "Exclusions," lists types of information excluded from the Licensing Support System (LSS).

10 CFR 2.1006(a), (b), and (c) discuss discovery privileges. These sections of the Code of Federal Regulations are printed below.

10 CFR 2.1005 Exclusions.

The following material is excluded from entry into the Licensing Support System, either through initial entry pursuant to § 2.1003 of this subpart, or through derivative discovery pursuant to § 2.1019(i) of this subpart--

- (a) Official notice materials;
- (b) Reference books and text books;
- (c) Material pertaining exclusively to administration, such as material related to budgets, financial management, personnel, office space, general distribution memoranda, or procurement, except for the scope of work on a procurement related to repository siting, construction, or operation, or to the transportation of spent nuclear fuel or high-level waste;
- (d) Press clippings and press releases;
- (e) Junk mail;
- (f) Preferences [sic] cited in contractor reports that are readily available;
- (g) Classified material subject to Subpart I of this Part.

10 CFR 2.1006 Privilege.

- (a) Subject to the requirements in § 2.1003(d) of this subpart, the traditional discovery privileges recognized in NRC adjudicatory proceedings and the exceptions from disclosure in § 2.790 of this part may be asserted by potential parties, interested governmental participants, and parties. In addition to Federal agencies, the

deliberative process privilege may also be asserted by State and local government entities and Indian Tribes.

- (b) Any document for which a claim of privilege is asserted, but is denied in whole or in part by the Pre-License Application Presiding Officer or the Presiding Officer, must be submitted by the party, interested governmental participant, or potential party that asserted the claim to--
- (1) The LSS Administrator for entry into the Licensing Support System into an open access file; or
 - (2) To the LSS Administrator or to the Pre-License Application Presiding Officer or to the Presiding Officer, for entry into a Protective Order file, if the Pre-License Application Presiding Officer or the Presiding Officer so directs under § 2.1010(b) or § 2.1018(c) of this subpart.
- (c) Notwithstanding any availability of the deliberative process privilege under paragraph (a) of this section, circulated drafts not otherwise privileged shall be submitted for entry into the Licensing Support System pursuant to §§ 2.1003(a) and 2.1003(b) of this subpart.

REGULATORY ANALYSIS

A separate regulatory analysis was not prepared for this draft regulatory guide. The regulatory analysis prepared for Draft Regulatory Guide DG-3003, "Format and Content for the License Application for the High-Level Waste Repository," provides the regulatory basis for Draft Regulatory Guide DG-3009 as well as DG-3003. A copy of the regulatory analysis is available, in the file for DG-3009, for inspection and copying for a fee at the NRC Public Document Room, 2120 L Street NW., Washington, DC; the PDR's mailing address is Mail Stop LL-6, Washington, DC 20555; phone (202)634-3273; fax (202)634-3343.

to emergency planning for Advanced Light Water Reactors. Representatives of the NRC staff will participate.

3:45 p.m.—4:00 p.m.: **Prioritization of Generic Issues (Open)**—The Committee will discuss proposed assignments for reviewing the priority rankings proposed by the NRC staff for a group of generic issues.

4:00 p.m.—5:00 p.m.: **Meeting with Chairman Selin (Open)**—The Committee will hold discussions with NRC Chairman Selin on items of mutual interest.

5:00 p.m.—6:00 p.m.: **Preparation of ACRS Reports (Open)**—The Committee will discuss proposed ACRS reports regarding items considering during this meeting.

Friday, August 6, 1993

8:30 a.m.—8:35 a.m.: **Opening Remarks by the ACRS Chairman (Open)**—The ACRS Chairman will make opening remarks regarding conduct of the meeting.

8:35 a.m.—10:00 a.m.: **Proposed Resolution of Generic Issue 143, "Availability of Chilled Water Systems and Room Cooling" (Open)**—The Committee will review and comment on the NRC staff's proposed resolution of Generic Issues 143. Representatives of the NRC staff will participate.

10:15 a.m.—11:00 a.m.: **Report of the Planning and Procedures Subcommittee (Open/Closed)**—The Committee will hear a report of the Planning and Procedures Subcommittee on matters related to the conduct of ACRS business, including matters related to the status of appointment of new members, and organizational and personnel matters relating to ACRS staff members.

Portions of this session may be closed to public attendance to discuss matters that relate solely to internal personnel rules and practices of this advisory committee pursuant to 5 U.S.C. 552b(c)(2) and to discuss matters the release of which would represent a clearly unwarranted invasion of personal privacy pursuant to 5 U.S.C. 552b(c)(6).

11:00 a.m.—11:30 a.m.: **ACRS Subcommittee Activities (Open/Closed)**—The Committee will hear reports and hold discussions regarding the status of ACRS subcommittee activities, including reports from the Subcommittees on Thermal Hydraulic Phenomena and on Computers in Nuclear Power Plant Operations. Portions of this session may be closed to discuss information, deemed

proprietary by the Westinghouse Electric Corporation, related to the analytical and separate effects programs being conducted by Westinghouse in support of the AP 600 design certification effort, per 5 U.S.C. 552b(c)(4).

12:30 p.m.—3:00 p.m.: **Preparation of ACRS Reports (Open)**—The Committee will discuss proposed ACRS reports regarding items considered during this meeting.

3:15 p.m.—4:00 p.m.: **Future ACRS Activities (Open)**—The Committee will discuss topics proposed for consideration during future ACRS meetings.

4:00 p.m.—5:00 p.m.: **Preparation of ACRS Reports (Open)**—The Committee will discuss proposed ACRS reports regarding items considered during this meeting.

5:00 p.m.—6:00 p.m.: **Miscellaneous (Open)**—The Committee will discuss miscellaneous matters related to the conduct of Committee activities and complete discussion of topics that were not completed during previous meetings as time and availability of information permit.

Saturday, August 7, 1993

8:30 a.m.—**Close of Business: Preparation of ACRS Reports (Open)**—The Committee will discuss proposed ACRS reports regarding items considered during this meeting.

Procedures for the conduct of and participation in ACRS meetings were published in the Federal Register on October 16, 1992 (57 FR 47494). In accordance with these procedures, oral or written statements may be presented by members of the public, recordings will be permitted only during those open portions of the meeting when a transcript is being kept, and questions may be asked only by members of the Committee, its consultants, and staff. Persons desiring to make oral statements should notify the ACRS Executive Director, Dr. John T. Larkins, as far in advance as practicable so that appropriate arrangements can be made to allow the necessary time during the meeting for such statements. Use of still, motion picture, and television cameras during this meeting may be limited to selected portions of the meeting as determined by the Chairman.

Information regarding the time to be set aside for this purpose may be obtained by a prepaid telephone call to the ACRS Executive Director prior to the meeting. In view of the possibility that the schedule for ACRS meetings may be adjusted by the Chairman as necessary to facilitate the conduct of the meeting,

persons planning to attend should check with the ACRS Executive Director if such rescheduling would result in major inconvenience.

I have determined in accordance with subsection 10(d) Public Law 92-463 that it is necessary to close portions of this meeting noted above to discuss Proprietary Information applicable to the matters being considered per 5 U.S.C. 552(c)(4), information that involves the internal personnel rules and practices of the agency per 5 U.S.C. 552b(c)(2), and to discuss information the release of which would represent a clearly unwarranted invasion of personal privacy per 5 U.S.C. 552b(c)(6).

Further information regarding topics to be discussed, whether the meeting has been cancelled or rescheduled, the Chairman's ruling on requests for the opportunity to present oral statements and the time allotted therefor can be obtained by a prepaid telephone call to the ACRS Executive Director, Dr. John T. Larkins (telephone 301-492-4516), between 8 a.m. and 4:30 p.m. est.

Dated: July 21, 1993.

John C. Hoyle,
Advisory Committee Management Officer.
[FR Doc. 93-17828 Filed 7-26-93; 8:45 am]
BILLING CODE 7550-01-22

Draft Regulatory Guide; Issuance, Availability

The Nuclear Regulatory Commission has issued for public comment a draft of a new guide planned for its Regulatory Guide Series. This series has been developed to describe and make available to the public such information as methods acceptable to the NRC staff for implementing specific parts of the Commission's regulations, techniques used by the staff in evaluating specific problems or postulated accidents, and data needed by the staff in its review of applications for permits and licenses.

The draft guide is temporarily identified as DG-3009, "Topical Guidelines for the Licensing Support System," and is intended for Division 3, "Fuels and Materials Facilities." This guide is being developed to provide a list of topics for which Licensing Support System (LSS) participants should submit documentary materials for entry into the LSS. The LSS is an electronic information management system designed for the licensing of the geologic repository for high-level nuclear waste.

This draft guide is being issued to involve the public in the early stages of the development of a regulatory position in this area. It has not received complete

staff review and does not represent an official NRC staff position.

Public comments are being solicited on the guide. Comments should be accompanied by supporting data. Written comments may be submitted to the Regulatory Publications Branch, Division of Freedom of Information and Publications Services, Office of Administration, U.S. Nuclear Regulatory Commission, Washington, DC 20555. Copies of comments received may be examined at the NRC Public Document Room, 2120 L Street NW., Washington, DC. Comments will be most helpful if received by October 29, 1993.

Although a time limit is given for comment on this draft, comments and suggestions in connection with items for inclusion in guides currently being developed or improvements in all published guides are encouraged at any time.

Regulatory guides are available for inspection at the Commission's Public Document Room, 2120 L Street NW., Washington, DC. Requests for single copies of draft guides (which may be reproduced) or for placement on a automatic distribution list for single copies of future draft guides in specific divisions should be made in writing to the U.S. Nuclear Regulatory Commission, Washington, DC 20555, Attention: Distribution and Mail Services Section. Telephone requests cannot be accommodated. Regulatory guides are not copyrighted, and Commission approval is not required to reproduce them.

Authority: 15 U.S.C. 552(a).

Dated at Rockville, Maryland, this 30th day of June 1993.

For the Nuclear Regulatory Commission,
Bill M. Morris,
Director, Division of Regulatory Applications,
Office of Nuclear Regulatory Research.
[FR Doc. 93-17826 Filed 7-26-93; 8:45 am]
BILLING CODE 7590-01-0

POSTAL SERVICE

Privacy Act of 1974; Computer Matching Program; Correction

In notice document 93-12440, beginning on page 30207, in the issue of Wednesday, May 26, 1993, make the following corrections:

On page 30208, under D. 2, in the first column, in the 38th line, "3,000,000,000" should read "3,000,000".

Stanley F. Mires,
Chief Counsel, Legislative Division.
[FR Doc. 93-17882 Filed 7-26-93; 8:45 am]
BILLING CODE 7710-12

PROSPECTIVE PAYMENT ASSESSMENT COMMISSION

Request for Proposals

AGENCY: Prospective Payment Assessment Commission.

ACTION: Notice.

The Prospective Payment Assessment Commission (ProPAC) is soliciting proposals from qualified organizations to provide research support services on a variety of issues related to the American health care system; Medicare, and the prospective payment system (PPS) for hospitals. One contract will be awarded under a fixed price requirements type contract. The period of performance of the basic contract will be for one year from the date of award. At the option of the government, the period of performance may be extended for up to two additional one-year periods. A complete Request for Proposal (RFP) will be available on or about Wednesday, August 11, 1993. Parties interested in receiving the RFP must submit a written request to the address given below.

Roles and Responsibilities of ProPAC

ProPAC was created in the same legislation that enacted Medicare's prospective payment system for hospital inpatient care. ProPAC's responsibilities include analyzing payment policies for all facility services furnished to Medicare beneficiaries. Congress also has asked ProPAC to examine and report on the Medicaid program, and on broader issues regarding the effectiveness and quality of health care delivery in the United States. ProPAC writes reports on various aspects of health care reform, such as issues relating to expanding the PPS system to all payers, and on issues pertaining to implementing a global budget for health care services.

Criteria for Proposals

Applicants are requested to submit proposals to provide analytic and background reports in support of various ProPAC activities on an as-required basis under the direction and supervision of a primary Project Officer and designated staff of the Commission. The following provides a basic outline of what should be included in a formal proposal:

1. Proposed personnel available to work on the contract.
2. Corporate qualifications, including documentation that the offeror has completed multiple projects of the type being proposed.
3. Management plan, including descriptions of how Delivery Orders

will be completed on time and within the budget and how multiple tasks and projects can be successfully accomplished simultaneously.

4. Technical approach, describing a sample Delivery Order that investigates why hospital-based dialysis facilities have higher costs than free-standing dialysis facilities. The RFP will contain a description of this sample Delivery Order and the offeror will be required to submit a sample workplan that proposes an analytic approach, names key staff, provides a work-loading chart by task, and describes a management plan for completing this task on time and within budget.

The Contractor will have a broad range of skills and knowledge that will enable them to conduct analyses useful to ProPAC. These include:

Data Collection Capability. The Contractor will have experience in primary data collection, including case studies and small surveys. Primary data collection will not constitute major commitments of resources. Experience in both telephone and written surveys is desirable.

Knowledge of Statistical Methodology. Although many Delivery Orders will not require knowledge of statistical methods or econometrics, the Contractor will have individuals available with some knowledge of econometrics, survey sampling, and other statistical methods.

Ability to Synthesize and Present Data. Many Delivery Orders have focused on obtaining and synthesizing data to be used in ProPAC analyses or reports. The Contractor will have the ability to organize information to support policy analyses.

Measurement Indicator Construction. The Contractor will be able to construct and analyze various kinds of indexes and compare indexes to measure a particular variable, for example, home health supply or capital prices.

Knowledge of Economic Theory. ProPAC has examined how hospitals behave in an economic environment, exploring theories of why some hospitals do well under PPS and others do not. The Contractor should have knowledge of the economic theory underlying hospital behavior, as well as basic economic theory applicable to other providers.

Knowledge of the Medicare Program. The Contractor will have individuals available who are familiar with PPS for hospitals, as well as Medicare payment methodologies for other facilities.

Accounting Theory and Cost Allocation Knowledge. Medicare Cost Report and American Hospital Association Annual Survey data are used extensively by ProPAC. These