

ORDER FOR SUPPLIES OR SERVICES

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

1. DATE OF ORDER 9/30/2006		2. CONTRACT NO. (If any) GS10F0092J		6. SHIP TO:	
3. ORDER NO. DR-03-06-033		4. REQUISITION/REFERENCE NO. NRC-03-06-033		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission Attn: Ms. Sally Adams	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Mr. Michael Mills Mail Stop T-7-I-2 Washington, DC 20555				b. STREET ADDRESS Mail Stop 012E5	
7. TO:				c. CITY Washington	
				d. STATE DC	
				e. ZIP CODE 20555	
a. NAME OF CONTRACTOR ADVANCED TECHNOLOGIES AND LABORATORIES (ATL) INTERNATIONAL,				f. SHIP VIA	
b. COMPANY NAME				8. TYPE OF ORDER	
c. STREET ADDRESS 20010 CENTURY BLVD STE 500				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY Reference your Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated. Except for billing instructions on the reverse, this delivery/task order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract.	
d. CITY GERMANTOWN		e. STATE MD	f. ZIP CODE 208741119		
9. ACCOUNTING AND APPROPRIATION DATA 620-15-112-134, J-3257, 252A, 31X0200.620 FFS No. NRR-06-033				10. REQUISITIONING OFFICE NRR \$99,587.00	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT N/A	
<input checked="" type="checkbox"/> a. SMALL	<input type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED		
<input checked="" type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone	<input type="checkbox"/> f. EMERGING SMALL BUSINESS			
13. PLACE OF		14. GOVERNMENT BAL NO.	15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) As stated Below		16. DISCOUNT TERMS Net 30
e. INSPECTION	b. ACCEPTANCE				

17. SCHEDULE (See reverse for Rejections)

ITEM NO. (A)	SUPPLIES OR SERVICES (B)	QUANTITY ORDERED (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)	QUANTITY ACCEPTED (G)
	This delivery order for technical assistance is subject to the terms and conditions set forth under the GSA Federal Supply Schedule No. GS-10F0092J. Period of performance: October 1, 2006 through September 30, 2007. Time & Material Labor Hour Delivery Order All travel costs shall be in accordance with federal government travel regulations. Fixed ceiling price: \$99,587.00 Obligated Amount: \$99,587.00 DUNS No. 827013467					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages) 17(i) GRAND TOTAL	
	21. MAIL INVOICE TO:							
	a. NAME U.S. Nuclear Regulatory Commission Division of Contracts							
	b. STREET ADDRESS (or P.O. Box) Mail Stop T-7-I-2 See attached billing instructions							
c. CITY Washington			d. STATE DC	e. ZIP CODE 20555		\$99,587.00		
22. UNITED STATES OF AMERICA BY (Signature) 					23. NAME (Typed) Donald A. King TITLE: CONTRACTING/ORDERING OFFICER			1

TASK ORDER TERMS AND CONDITIONS

NOT SPECIFIED IN THE CONTRACT

SECTION A

CONTINUATION PAGE

SCHEDULE OF SUPPLIES OR SERVICES AND PRICE/COSTS

1. PROJECT TITLE

The title of this project is as follows:

**Technical Assistance for Electronic Catalog of Systems, Structures
and Components Within the Scope of License Renewal**

2. BRIEF DESCRIPTION OF WORK

a) Brief description of work:

The contractor shall assist the NRC staff in infrastructure development of an electronic information system (EIS) that would produce a catalog of staff-accepted systems, structures, and components (SSCs) that are within the scope of license renewal for nuclear power plants that received their renewed license.

3. SCHEDULE

The Contractor shall provide technical assistance for electronic catalog of systems, structures and components within the scope license renewal, in accordance with the Statement of Work; for the delivery order period of performance at the rates as set forth below.

Offeror's Name: Advanced Technologies and Laboratories (ATL) International, Inc.
Proposal Number: P392-030

Agency Name: Nuclear Regulatory Commission
RFQ Number: RS-NRR-06-033
Description: Technical Assistance for Electronic Catalog of Systems, Structures and Components within the Scope of License Renewal

Contract Number: MOBIS GS-10F-0092J
Period of Performance:

	DESCRIPTION		TOTAL
Task 1	License Renewal Electronic Information System for Scoping of SSCs	\$	25,973
Task 2	Capture Data	\$	47,135
Task 3	Update EIS to include Additional Plants	\$	16,878
Task 4	Related Support	\$	6,444
TOTAL LABOR COSTS		\$	96,430
Travel		\$	2,000
Other Direct Cost		\$	831
Subtotal		\$	2,831
G&A	11.50%	\$	326
TOTAL OTHER DIRECT COST		\$	3,157
TOTAL TIME & MATERIAL (T&M)		\$	99,587

Offeror's Name: Advanced Technologies and Laboratories (ATL) International, Inc.
Proposal Number: P392-030
Agency Name: Nuclear Regulatory Commission
RFQ Number: RS-NRR-06-033
Description: Technical Assistance for Electronic Catalog of Systems, Structures and Components within the Scope of License Renewal
Contract Number: MOBIS GS-10F-0092J
 DOA +

Task Category	Task Name	Personnel	Rate	Discount	Bid Rate	Estimated Amount
Task 1						
License Renewal Electronic Information System for Scoping of SSCs						
Project Manager	McCaughey	40	\$ 123.69	\$ 127.68	\$ 125.69	22% \$ 98.03 \$ 3,921
Principal II	Patel	12	\$ 176.56	\$ 181.55	\$ 179.06	25% \$ 134.29 \$ 1,611
Principal I	Experts	48	\$ 147.63	\$ 152.62	\$ 150.13	20% \$ 120.10 \$ 5,765
Senior Engineer	Joyce	40	\$ 117.71	\$ 121.70	\$ 119.71	10% \$ 107.73 \$ 4,309
Engineer	Choy	120	\$ 74.81	\$ 76.81	\$ 75.81	10% \$ 68.23 \$ 8,188
Jr. Programmer/Jr. Database Admin	Gregonis	20	\$ 52.87	\$ 54.86	\$ 53.87	10% \$ 48.48 \$ 970
Research Assoc./Tech Writer/Editor	Miltnerberger	15	\$ 70.82	\$ 73.82	\$ 72.32	15% \$ 61.47 \$ 922
Analyst III	Brake	5	\$ 62.84	\$ 64.84	\$ 63.84	10% \$ 57.46 \$ 287
Total Task 1		300				\$ 25,973
Task 2						
Capture Data						
Project Manager	McCaughey	118	\$ 123.69	\$ 127.68	\$ 125.69	22% \$ 98.03 \$ 11,568
Principal II	Patel	18	\$ 176.56	\$ 181.55	\$ 179.06	25% \$ 134.29 \$ 2,417
Principal I	Experts	72	\$ 147.63	\$ 152.62	\$ 150.13	20% \$ 120.10 \$ 8,647
Senior Engineer	Orr	108	\$ 117.71	\$ 121.70	\$ 119.71	10% \$ 107.73 \$ 11,635
Senior Engineer	Joyce	10	\$ 117.71	\$ 121.70	\$ 119.71	10% \$ 107.73 \$ 1,077
Engineer	Choy	30	\$ 74.81	\$ 76.81	\$ 75.81	10% \$ 68.23 \$ 2,047
Jr. Programmer/Jr. Database Admin	Gregonis	54	\$ 52.87	\$ 54.86	\$ 53.87	10% \$ 48.48 \$ 2,618
Research Assoc./Tech Writer/Editor	Miltnerberger	30	\$ 70.82	\$ 73.82	\$ 72.32	15% \$ 61.47 \$ 1,844
Analyst III	Brake	10	\$ 62.84	\$ 64.84	\$ 63.84	10% \$ 57.46 \$ 575
Admin Specialist II	Roberts	108	\$ 44.89	\$ 46.88	\$ 45.89	5% \$ 43.59 \$ 4,708
Total Task 2		558				\$ 47,135
Task 3						
Update EIS to include Additional Plants						
Project Manager	McCaughey	44	\$ 123.69	\$ 127.68	\$ 125.69	22% \$ 98.03 \$ 4,313
Principal II	Patel	6	\$ 176.56	\$ 181.55	\$ 179.06	25% \$ 134.29 \$ 806
Principal I	Experts	24	\$ 147.63	\$ 152.62	\$ 150.13	20% \$ 120.10 \$ 2,882
Senior Engineer	Orr	34	\$ 117.71	\$ 121.70	\$ 119.71	10% \$ 107.73 \$ 3,663
Senior Engineer	Joyce	5	\$ 117.71	\$ 121.70	\$ 119.71	10% \$ 107.73 \$ 539
Engineer	Choy	15	\$ 74.81	\$ 76.81	\$ 75.81	10% \$ 68.23 \$ 1,023
Jr. Programmer/Jr. Database Admin	Gregonis	18	\$ 52.87	\$ 54.86	\$ 53.87	10% \$ 48.48 \$ 873
Research Assoc./Tech Writer/Editor	Miltnerberger	15	\$ 70.82	\$ 73.82	\$ 72.32	15% \$ 61.47 \$ 922
Analyst III	Brake	5	\$ 62.84	\$ 64.84	\$ 63.84	10% \$ 57.46 \$ 287
Admin Specialist II	Roberts	36	\$ 44.89	\$ 46.88	\$ 45.89	5% \$ 43.59 \$ 1,569
Total Task 3		202				\$ 16,878

Offeror's Name: **Advanced Technologies and Laboratories (ATL) International, Inc.**
 Proposal Number: **P392-030**
 Agency Name: **Nuclear Regulatory Commission**
 RFQ Number: **RS-NRR-06-033**
 Description: **Technical Assistance for Electronic Catalog of Systems, Structures and Components within the Scope of License Renewal**
 Contract Number: **MOBIS GS-10F-0092J**
 Period of Performance:

Labor Category	Name	Quantity	Unit Price (\$)	Subtotal (\$)	Discount	Bid Rate	Estimated Amount
Task 4							
Related Support							
Project Manager	McCaughey	20	\$ 123.69	\$ 127.68	\$ 125.69	22%	\$ 98.03 \$ 1,961
Principal II	Patel	1	\$ 176.56	\$ 181.55	\$ 179.06	25%	\$ 134.29 \$ 134
Principal I	Experts	4	\$ 147.63	\$ 152.62	\$ 150.13	20%	\$ 120.10 \$ 480
Senior Engineer	Orr	8	\$ 117.71	\$ 121.70	\$ 119.71	10%	\$ 107.73 \$ 862
Senior Engineer	Joyce	5	\$ 117.71	\$ 121.70	\$ 119.71	10%	\$ 107.73 \$ 539
Engineer	Choy	15	\$ 74.81	\$ 76.81	\$ 75.81	10%	\$ 68.23 \$ 1,023
Jr. Programmer/Jr. Database Admin	Gregonis	4	\$ 52.87	\$ 54.86	\$ 53.87	10%	\$ 48.48 \$ 194
Research Assoc./Tech Writer/Editor	Miltnerberger	10	\$ 70.82	\$ 73.82	\$ 72.32	15%	\$ 61.47 \$ 615
Analyst III	Brake	5	\$ 62.84	\$ 64.84	\$ 63.84	10%	\$ 57.46 \$ 287
Admin Specialist II	Roberts	8	\$ 44.89	\$ 46.88	\$ 45.89	5%	\$ 43.59 \$ 349
Total Task 4		80					\$ 6,444
TOTAL LABOR		1,140					\$ 96,430
Travel							\$ 2,000
OTHER DIRECT COST		# of Items	Unit Price (\$)				
Copy/Reproduction		4,000	\$ 0.06				\$ 258
Phone/Telecommunication		30	\$ 10.76				\$ 323
Postage/Fed-ex		16	\$ 15.62				\$ 250
Subtotal							\$ 2,831
G&A	11.50%						\$ 326
TOTAL OTHER DIRECT COST							\$ 3,157
TOTAL TIME AND MATERIAL (T&M)							\$ 99,587

SECTION B

B. STATEMENT OF WORK

Technical Assistance for Electronic Catalog of Systems, Structures and Components Within the Scope of License Renewal

1.0 BACKGROUND

Title 10, Section 54.21, of the Code of Federal Regulations (10 CFR 54.21), "Contents of Application—Technical Information," requires that each application for license renewal contain an integrated plant assessment (IPA). As required by 10 CFR 54.21(a)(2), the applicant, in its integrated plant assessment (IPA), is to describe and justify methods used to identify systems, structures, and components (SSCs) subject to an aging management review (AMR). The SSCs subject to AMR are those that perform an intended function, as described on 10 CFR 54.4 and meet two criteria:

- They perform such functions without moving parts or without a change in configuration or properties, as set forth in 10 CFR 54.21(a)(1)(i), (denoted as "passive" components and structures), and
- They are not subject to replacement based on a qualified life or specified time period, as set forth in 10 CFR 54.21(a)(1)(ii), (denoted as "long-lived" structures and components).

Furthermore, the IPA must list and identify those structures and components (SCs) that are subject to an aging management review (AMR) from all of the systems, structures, and components (SSCs) that are within the scope of license renewal in accordance with 10 CFR 54.4.

The identification of the SSCs within the scope of license renewal is called "scoping." For those SSCs within the scope of license renewal, the identification of "passive," "long-lived" structures and components that are subject to an AMR is called "screening."

The staff reviews the applicant's scoping and screening methodology. The acceptance criteria for the areas of review are based on the following regulations:

- 10 CFR 54.4(a) as it relates to the identification of plant SSCs within the scope of the rule;
- 10 CFR 54.4(b) as it relates to the identification of the intended functions of plant SSCs determined to be within the scope of the rule; and
- 10 CFR 54.21(a)(1) and (a)(2) as they relate to the methods utilized by the applicant to identify plant structures and components subject to an AMR.

To date, the NRC renewed licenses for 39 nuclear power plants. The SSCs that are within the scope of license renewal for each plant are identified in its license renewal applications (LRA) and accepted by the NRC staff in the associated safety evaluation report (SER). However,

there is no direct way for the NRC staff to quickly identify the SSCs that are within the scope of license renewal for a particular plant or common staff-accepted SSCs for a particular vendor.

2. CONTRACT OBJECTIVES

The objective of this contract is to obtain expert technical services to assist the NRC staff in infrastructure development of an electronic information system (EIS) that would produce a catalog of staff-accepted systems, structures, and components (SSCs) that are within the scope of license renewal for nuclear power plants that received their renewed license.

3. TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

The contractor shall provide personnel, with appropriate technical background, who are knowledgeable and experienced in the subjects of material, mechanical, electrical, reactor/plant systems (reactor operations), and civil/structural engineering, as applicable to license renewal. Specifically, the contractor personnel shall be experienced in the license renewal process and possess familiarity with license renewal scoping and screening methodology, the NRC's review process, format and structure of an LRA, the staff's review of scoping and screening of LRAs, and the associated issued SERs.

The contractor staff shall be experienced in developing a NUREG report for publication, in accordance with NUREG-0650, Rev. 2, "Preparing NUREG-Series Publications," and NUREG-1379, "NRC Editorial Style Guide." The contract staff shall be experienced with advanced features of Microsoft Access and Excel, including creating pivot tables, automating applications via macros and visual basic. The contractor shall also provide technical writing and editing services to ensure consistent quality deliverables.

The contractor shall provide a senior member to serve as a project coordinator to oversee the efforts of the contractor personnel and to ensure the timely submittal of deliverables such that all information is accurate and complete, and in accordance with the attached Performance Requirement Summary (SOW - Attachment 2)

It is the responsibility of the contractor to assign the technical staff, employees, subcontractors, or specialists who have the required educational background, work experience, or a combination thereof to meet both the technical and regulatory objectives of the work specified in this SOW. The NRC will rely on representations made by the contractor concerning the qualifications of the personnel assigned, including assurance that all information contained in the technical and cost proposal, including resumes, is accurate and truthful. All contractor personnel shall remain available to provide support until all final deliverables are accepted. The use of particular personnel on this project is subject to the NRC Technical Monitor (TM)'s approval. This includes proposed changes to personnel during the life of the contract.

If any work will be subcontracted or performed by consultants, the contractor shall obtain the NRC TM's written approval of the subcontractor or consultant prior to initiation of the subcontracted effort. Conflict of interest considerations shall apply to any subcontracted effort.

4. SCOPE OF WORK AND SCHEDULE

The contractor shall provide personnel, with appropriate technical background, who are knowledgeable and experienced in license renewal scoping and screening methodology, the NRC's review process, the License Review Applications (LRAs), Safety Evaluation Reports (SERs), and advanced features of Microsoft Access and Excel. Work on the project will require frequent interactions between the contractor, the TM, and the NRC staff. A draft schedule for the effort is proposed in SOW Attachment 1.

The deliverables for each task are described under the individual work tasks, below, and are summarized in Section 10 of this SOW. Unless otherwise specified below, for all tasks, the contractor shall provide all deliverables as draft products. The NRC TM (or NRC staff) will review all draft deliverables. The NRC TM will coordinate any internal NRC staff review, if needed, and provide comments back to the contractor. The contractor shall be responsible for resolving the NRC staff comments and updating/incorporating comments in the final deliverables, as appropriate.

When mutually agreed upon between the contractor and the TM, the contractor shall submit preliminary or partial drafts to help gauge the contractor's understanding of the particular work requirement.

For planning purposes, the nominal duration of each task is discussed in the following task description and an estimated schedule is provided under Section 10, "Deliverables," of this SOW.

PERFORMANCE REQUIREMENTS.

The deliverables required under this effort must conform to the standards contained, or referenced, in this SOW. The Performance Requirements Summary (Attachment 2) outlines the performance requirements, deliverables, acceptable standards, surveillance method, and incentives and/or deductions applicable to this effort.

SCOPE OF WORK

The scope of work is described in the following tasks:

Task 1. License Renewal Electronic Information System for Scoping of SSCs

The contractor shall provide NRC staff with an electronic information system (EIS) that assists the staff in capture and storage of staff-accepted SSCs that are within the scope of license renewal for nuclear power plants that have received their renewed license.

The contractor shall use commercially available Microsoft software products, approved by the NRC, to prepare the EIS. The SSCs within the EIS shall be structured and organized systematically. The EIS shall contain, as a minimum, for each SSCs the following fields: Plant Name, Unit, Plant Acronym, Architect Engineer, Nuclear Steam System Suppliers and Design (NSSS) type, and Containment type. The EIS shall have a mechanism to identify whether an SSC is a common staff-accepted SSCs based on the plant's NSSS and containment type, or a plant-specific SSCs and the basis. The EIS shall be structured to search, query, sorting, reporting, retrieval, and updating capabilities. The contractor shall provide a mechanism to

ensure that the SSCs are properly captured and cataloged. The contractor shall provide a document containing appropriate guidance for identifying SSCs that are within the scope of license renewal.

The EIS shall not be password protected, have hidden fields, or attributes without the expressed written permission of the TM. All ownership/administrative rights shall be given to the NRC TM to allow further development of the EIS by the NRC or its contractors. The contractor shall provide adequate documentation so that the TM can successfully use, maintain, and revise EIS upon completion of this contract.

The contractor shall populate the EIS with staff-accepted SSCs that are within the scope of license renewal captured from one LRA and the associated SER to demonstrate the EIS's capabilities.

Deliverables: (1) Guidance document for identifying SSCs that are within the scope of license renewal to be included in the EIS, (2) Working copy of EIS (3) Final copy of EIS

Schedule: (1) Guidance document for identifying SSCs that are within the scope of license renewal - approximately 10 weeks after contract is awarded.
(2) Working copy EIS - approximately 8 weeks after contract is awarded.
(3) Final copy EIS - approximately 10 weeks after contract is awarded.

Task 2. Capture Data

The contractor shall populate the EIS prepared in Task 1 with staff-accepted SSCs that are within the scope of license renewal for 18 submitted LRAs covering 38 nuclear power plants and the associated safety evaluation reports (SERs).

Deliverables: (1) Working copy of EIS and (2) final copy of EIS containing SSCs within the scope of license renewal for 18 submitted LRAs and the associated safety evaluation reports (SERs), with NRC staff comments incorporated.

Schedule: (1) Working copy EIS - approximately 20 weeks after contract is awarded.
(2) Final copy EIS - approximately 22 weeks after contract is awarded.

Task 3. Update EIS to Include Additional Plants

The contractor shall update the EIS to include an additional 6 LRAs covering 10 nuclear power plants. The contractor shall populate the EIS with staff-accepted SSCs that are within the scope of license renewal for these nuclear power plants.

Deliverables: (1) Working copy of EIS and (2) final copy of EIS containing SSCs within the scope of license renewal for 6 submitted LRAs and the associated safety evaluation reports (SERs), with NRC staff comments incorporated.

Schedule: (1) Working copy EIS - approximately 28 weeks after contract is awarded.
(2) Final copy EIS - approximately 30 weeks after contract is awarded.

Task 4. Related Support

As requested by the TM, the contractor shall provide up to 80 staff-hours of related support to assist with completing this project. This assistance may include review of additional LRAs and associated SERs, maintain the information resource current, prepare a supplement to the LRSR, development of more efficient software applications, or other activities necessary for successful completion of this project.

The scope of the related assistance activity and amount of hours to be used, shall be agreed upon between the contractor project manager and the NRC TM before starting the activity. The TM will confirm the request, assistance due date, and estimated level of effort for each specific activity by e-mail to the contractor with a cc: to the NRC PO, after discussing the request with the contractor.

5. MEETINGS AND TRAVEL

The contract deliverables shall be reviewed by a variety of stakeholders within the NRC. The NRC staff involvement throughout the process is critical to NRC acceptance of the deliverables and successful completion of the project. Thus, there will be periodic interface meetings involving the internal NRC stakeholders. The contractor shall participate in these meetings as requested by the TM. In this regard, and in consideration of the meetings specified in the individual work requirement tasks, the following meetings and travel are anticipated. The meetings and travel shown below are anticipated maximums over the 1-year life of this project and shall be used by the bidder for the purposes of preparing a proposal. Participation in these meetings may be conducted via conference call.

Meeting with the NRC

Ten, ½ day, meetings which include kickoff meetings, interface, brainstorming, direction setting, and review of deliverable meetings.

The contractor shall assume that each of the meetings specified above will be held at NRC Headquarters, Rockville, MD, and will be of approximately four-hour duration. The meetings are currently scheduled to start in the morning and if necessary, extend into the afternoon. At least one contract representative is expected to participate, in order to take notes, provide input, and gain an understanding of work for the contract team.

Travel

No additional travel is expected for this contract. Actual and unanticipated travel shall be confirmed with the NRC TM and the contractor PO prior to commencement of the travel. However, the travel costs related to these meetings shall not exceed \$2,000.

6. NRC FURNISHED MATERIALS

The NRC TM will furnish the following materials to the contractor. When possible, electronic files will be provided in Microsoft Word.

1. License Renewal Applications and SERs are available on the NRC Website at:
<http://www.nrc.gov/reactors/operating/licensing/renewal/applications.html>

7. LICENSE FEE

The work specified in this contract is not license fee recoverable.

8. LEVEL OF EFFORT

Task - Description		Estimate Level of Effort (Hours)
Task 1.	License Renewal Electronic Information System for Scoping of SSCs	280
Task 2.	Capture Data	640
Task 3.	Update EIS to Include Additional Plants	140
Task 4.	Related Support	80
		1140

The overall contractor level of effort is estimated to be 1140 hours. This estimate includes the level of effort needed to support the meetings specified in Section 6 of this SOW.

It is expected that the level of effort will apply during the following time frame:

Contractor staff will have periods where no activities are occurring because of NRC review of deliverables. No contractor charges are expected during the NRC review periods and the contractor shall not charge at any time for contractor staff to be "available."

9. DELIVERABLES

Technical Reports and Deliverables

The contractor shall prepare all deliverables using software applications approved by the NRC. For this project, the EIS shall be in Microsoft Access and Microsoft Excel and the written deliverables shall be prepared using acceptable reports from Microsoft Access or Microsoft Word, unless other software is approved in writing by the TM. Written guidance shall be prepared using WordPerfect. Deliverables shall be provided in both electronic format (PC files) and hard copy, as applicable. The electronic versions of the deliverables shall be delivered to both the NRC TM and the NRC PO. The hard copies of the deliverables shall be delivered to the NRC PO. The schedule for deliverables is contained in SOW Attachment 1. Draft deliverables are to be submitted by the nominal due date as indicated in SOW Attachment 1. The NRC will review each deliverable and provide comments. The contractor shall incorporate these comments into the deliverable within 5 days of receipt of the comments. All software applications developed during the course of this project will be provided to the TM at the conclusion of the contract. These will be provided with adequate documentation and ownership/administrative rights so that the TM can successfully use, maintain, and revise software and applications upon completion of this contract.

Task 1. License Renewal Electronic Information System for Scoping of SSCs

(1) Guidance for identifying SSCs that are within the scope of license renewal to be included in the EIS,

(2) Working copy of EIS, and

(3) Final copy of EIS that contain SSCs within the scope of license renewal for one submitted LRAs and the associated safety evaluation reports (SERs).

Task 2. Capture Data

(1) Working copy of EIS, and

(2) Final copy of EIS that contain SSCs within the scope of license renewal for 18 submitted LRAs and the associated safety evaluation reports (SERs).

Task 3. Update EIS to Include Additional Plants

(1) Working copy of EIS, and

(2) Final copy of EIS that contain SSCs within the scope of license renewal for an additional 6 submitted LRAs and the associated safety evaluation reports (SERs).

Task 4. Related Support

As requested by the TM.

Project and Spending Plan

The contractor shall update the initial project plan for inclusion in the monthly status report. The project plan shall incorporate major project milestone and schedule associate with the Tasks 1, 2 and 3.

For cost control purposes, the contractor shall prepare a contract spending plan (CSP). This spending plan shall contain the estimated number of hours to be spent by each person assigned for each associated task. Each person is to sign the initial spending plan to acknowledge the ceiling for their specific effort.

Also, the contractor shall submit bi-weekly time and labor support documentation. This includes itemization of time spent by individual project team member in performing assigned tasks. The NRC TM will provide a time and labor form to the contractor and using this form the contractor shall provide the applicable information. The completed time and labor form can be e-mailed to the NRC PM and TM.

Monthly Status Report

The contractor shall provide a Monthly Status Report to the NRC Project Officer (PO), Technical Monitor (TM) and Contracting Officer (CO) by the 15th of each month. The report shall be transmitted electronically to the PO and TM, with a hard copy sent to the CO. The report shall provide the technical and financial status of the effort.

The technical status section of the report shall contain a summary of the work performed under each task/task order during the reporting period, and milestones reached, or if missed, an explanation why; any problems or delays encountered or anticipated with recommendations for resolution; and plans for the next reporting period. The status shall include information on travel during the period to include trip start and end dates, destination, and travelers for each trip.

The financial status section of the report shall include the total contract award amount and funds obligated to date; total costs incurred in the reporting period, broken down by direct and indirect costs, and total cumulative costs incurred to date. The status shall also contain the balance of obligations remaining at the end of the period and balance of funds required to complete the contract/task order. Additionally, the report shall address the status of the CSP, showing the percentage of project completion and any significant changes in either projected expenditures or percentage of completion. The report should also identify the acquisition cost, description (model number, manufacturer) and acquisition date of any property/equipment acquired for the project during the month with an acquisition cost more than \$500.

If the data in this report indicates a need for additional funding beyond that already obligated, this information may only be used as support to the official request for funding required in accordance with the Limitation of Cost (LOC) Clause (FAR 52.23220) or the Limitation of Funds (LOF) Clause FAR 52.23222.

10. SOW ATTACHMENTS

1. Overview Schedule
2. Performance Requirements Summary

11. PERIOD OF PERFORMANCE

The period of performance is October 1, 2006 through September 30, 2007.

SOW Attachment 1

Overview Schedule

Overview Schedule		
Kickoff meeting to discuss contract objectives	Project Start Date (psd)	N/A
Task 1	10 weeks after psd	(1) Guidance for identifying SSCs that are within the scope of license renewal to be included in the EIS
Task 1	8 weeks after psd	(2) Working copy of EIS
Task 1	10 weeks after psd	(3) Final copy of EIS
Task 2	20 weeks after psd	(1) Working copy of EIS that contain SSCs within the scope of license renewal for 18 submitted LRAs and the associated safety evaluation reports (SERs).
Task 2	22 weeks after psd	(2) Final copy of EIS that contain SSCs within the scope of license renewal for 18 submitted LRAs and the associated safety evaluation reports (SERs).
Task 3	28 weeks after psd	(1) Working copy of EIS that contain SSCs within the scope of license renewal for an additional 6 submitted LRAs and the associated safety evaluation reports (SERs).
Task 3	30 weeks after psd	(2) Final copy of EIS that contain SSCs within the scope of license renewal for an additional 6 submitted LRAs and the associated safety evaluation reports (SERs).

Performance Requirement Summary

<p>Task 1 License Renewal Electronic Information System for Scoping of SSCs</p>	<p>EIS prepared with appropriate fields and features capabilities. User-friendly EIS and written guidance</p>	<p>Technical Monitor will inspect the report.</p>	<p>Full payment for 100% compliance. Items determined to be missing or incorrect will be corrected by contractor. If not incorporated after initial identification by NRC, contractor will add/correct at its own expense.</p>
<p>Task 2 Capture Data</p>	<p>SSCs are properly captured and cataloged.</p>	<p>Project officer and Technical Monitor will inspect the report</p>	<p>Full payment for 100% compliance. Items determined to be missing or incorrect will be corrected by contractor. If not incorporated after initial identification by NRC, contractor will add/correct at its own expense.</p>
<p>Task 3 Update EIS to Include Additional Plants</p>	<p>SSCs are properly captured and cataloged.</p>	<p>Project officer and Technical Monitor will inspect the report</p>	<p>Full payment for 100% compliance. Items determined to be missing or incorrect will be corrected by contractor. If not incorporated after initial identification by NRC, contractor will add/correct at its own expense.</p>

C.1 2052.215-70 KEY PERSONNEL (JAN 1993)

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

 Project Manager

The contractor agrees that personnel may not be removed from the contract work or replaced without compliance with paragraphs (b) and (c) of this section.

(b) If one or more of the key personnel, for whatever reason, becomes, or is expected to become, unavailable for work under this contract for a continuous period exceeding 30 work days, or is expected to devote substantially less effort to the work than indicated in the proposal or initially anticipated, the contractor shall immediately notify the contracting officer and shall, subject to the concurrence of the contracting officer, promptly replace the personnel with personnel of at least substantially equal ability and qualifications.

(c) Each request for approval of substitutions must be in writing and contain a detailed explanation of the circumstances necessitating the proposed substitutions. The request must also contain a complete resume for the proposed substitute and other information requested or needed by the contracting officer to evaluate the proposed substitution. The contracting officer and the project officer shall evaluate the contractor's request and the contracting officer shall promptly notify the contractor of his or her decision in writing.

(d) If the contracting officer determines that suitable and timely replacement of key personnel who have been reassigned, terminated, or have otherwise become unavailable for the contract work is not reasonably forthcoming, or that the resultant reduction of productive effort would be so substantial as to impair the successful completion of the contract or the service order, the contract may be terminated by the contracting officer for default or for the convenience of the Government, as appropriate. If the contracting officer finds the contractor at fault for the condition, the contract price or fixed fee may be equitably adjusted downward to compensate the Government for any resultant delay, loss, or damage.

C.2 PROJECT OFFICER AUTHORITY (FEB 2004)

(a) The contracting officer's authorized representative hereinafter referred to as the project officer for this contract is:

Name: Sally Adams

Address: U.S. Nuclear Regulatory Commission
MS O12E5, One White Flint North
11555 Rockville Pike
Rockville, MD 20852

Telephone Number: 301-415-0209

Technical Monitor: Linh Tran

Telephone No. 301-415-4103

(b) Performance of the work under this contract is subject to the technical direction of the NRC project officer. The term "technical direction" is defined to include the following:

(1) Technical direction to the contractor which shifts work emphasis between areas of work or tasks, authorizes travel which was unanticipated in the Schedule (i.e., travel not contemplated in the Statement of Work (SOW) or changes to specific travel identified in the SOW), fills in details, or otherwise serves to accomplish the contractual SOW.

(2) Provide advice and guidance to the contractor in the preparation of drawings, specifications, or technical portions of the work description.

(3) Review and, where required by the contract, approval of technical reports, drawings, specifications, and technical information to be delivered by the contractor to the Government under the contract.

(c) Technical direction must be within the general statement of work stated in the contract. The project officer does not have the authority to and may not issue any technical direction which:

(1) Constitutes an assignment of work outside the general scope of the contract.

(2) Constitutes a change as defined in the "Changes" clause of the GSA contract.

(3) In any way causes an increase or decrease in the total estimated contract cost, the fixed fee, if any, or the time required for contract performance.

(4) Changes any of the expressed terms, conditions, or specifications of the contract.

(5) Terminates the contract, settles any claim or dispute arising under the contract, or issues any unilateral directive whatever.

(d) All technical directions must be issued in writing by the project officer or must be confirmed by the project officer in writing within ten (10) working days after verbal issuance. A copy of the written direction must be furnished to the contracting officer. A copy of NRC Form 445, Request for Approval of Official Foreign Travel, which has received final approval from the NRC must be furnished to the contracting officer.

(e) The contractor shall proceed promptly with the performance of technical directions duly issued by the project officer in the manner prescribed by this clause and within the project officer's authority under the provisions of this clause.

(f) If, in the opinion of the contractor, any instruction or direction issued by the project officer is within one of the categories as defined in paragraph (c) of this section, the contractor may not proceed but shall notify the contracting officer in writing within five (5) working days after the receipt of any instruction or direction and shall request the contracting officer to modify the contract accordingly. Upon receiving the notification from the contractor, the contracting officer shall issue an appropriate contract modification or advise the contractor in writing that, in the

contracting officer's opinion, the technical direction is within the scope of this article and does not constitute a change under the "Changes" clause.

(g) Any unauthorized commitment or direction issued by the project officer may result in an unnecessary delay in the contractor's performance and may even result in the contractor expending funds for unallowable costs under the contract.

(h) A failure of the parties to agree upon the nature of the instruction or direction or upon the contract action to be taken with respect thereto is subject to 52.233.1 . Disputes.

(i) In addition to providing technical direction as defined in paragraph (b) of the section, the project officer shall:

(1) Monitor the contractor's technical progress, including surveillance and assessment of performance, and recommend to the contracting officer changes in requirements.

(2) Assist the contractor in the resolution of technical problems encountered during performance.

(3) Review all costs requested for reimbursement by the contractor and submit to the contracting officer recommendations for approval, disapproval, or suspension of payment for supplies and services required under this contract.

(4) Assist the contractor in obtaining the badges for the contractor personnel.

(5) Immediately notify the Security Branch, Division of Facilities and Security (SB/DFS) (via e-mail) when a contractor employee no longer requires access authorization and return of any NRC issued badge to SB/DFS within three days after their termination."

(6) Ensure that all contractor employees that require access to classified Restricted Data or National Security Information or matter, access to sensitive unclassified information (Safeguards, Official Use Only, and Proprietary information) access to sensitive IT systems or data, unescorted access to NRC controlled buildings/space, or unescorted access to protected and vital areas of nuclear power plants receive approval of SB/DFS prior to access in accordance with Management Directive and Handbook 12.3.

C.3 2052.215-77 TRAVEL APPROVALS AND REIMBURSEMENT (OCT 1999)

(a) All foreign travel must be approved in advance by the NRC on NRC Form 445, Request for Approval of Official Foreign Travel, and must be in compliance with FAR 52.247-63 Preference for U.S. Flag Air Carriers. The contractor shall submit NRC Form 445 to the NRC no later than 30 days before beginning travel.

(b) The contractor must receive written approval from the NRC Project Officer before taking travel that was unanticipated in the Schedule (i.e., travel not contemplated in the Statement of Work, or changes to specific travel identified in the Statement of Work).

(c) The contractor will be reimbursed only for those travel costs incurred that are directly related to this contract and are allowable subject to the limitations prescribed in FAR 31.205-46.

(d) It is the responsibility of the contractor to notify the contracting officer in accordance with the Limitations of Cost clause of this contract when, at any time, the contractor learns that travel expenses will cause the contractor to exceed the estimated costs specified in the Schedule.

(e) Reasonable travel costs for research and related activities performed at State and nonprofit institutions, in accordance with Section 12 of Pub. L. 100-679, shall be charged in accordance with the contractor's institutional policy to the degree that the limitations of Office of Management and Budget (OMB) guidance are not exceeded. Applicable guidance documents include OMB Circular A-87, Cost Principles for State and Local Governments; OMB Circular A-122, Cost Principles for Nonprofit Organizations; and OMB Circular A-21, Cost Principles for Educational Institutions.

C.4 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20

C.5 Other Applicable Clauses

See Addendum for the following in full text (if checked)

52.216-18, Ordering

52.216-19, Order Limitations

52.216-22, Indefinite Quantity

52.217-6, Option for Increased Quantity

52.217-7, Option for Increased Quantity Separately Priced Line Item

52.217-8, Option to Extend Services

52.217-9, Option to Extend the Term of the Contract

C.6 SEAT BELTS

Contractors, subcontractors, and grantees, are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

C.7 Authority to Use Government Provided Space at NRC Headquarters

Prior to occupying any government provided space at the NRC Headquarters in Rockville Maryland, the Contractor shall obtain written authorization to occupy specifically designated government space via the NRC Project Officer from the Chief, Space Planning and property Management Branch, Division Of Facilities and Security. Failure to obtain this prior authorization may result in one or a combination of the following remedies as deemed appropriate by the Contracting Officer.

1. Rental charge for the space occupied to be deducted from invoice amount due the Contractor
2. Removal from the space occupied
3. Contract Termination

**BILLING INSTRUCTIONS FOR
LABOR HOUR TYPE CONTRACTS**

General: The contractor shall prepare vouchers/invoices for reimbursement of costs in the manner and format described herein or a similar format. **FAILURE TO SUBMIT VOUCHERS/INVOICES IN ACCORDANCE WITH THESE INSTRUCTIONS WILL RESULT IN REJECTION OF THE VOUCHER/INVOICE AS IMPROPER.**

Number of Copies: An original and three copies, including supporting documentation shall be submitted. A copy of all supporting documents must be attached to each copy of your voucher/invoice. Failure to submit all the required copies will result in rejection of the voucher/invoice as improper.

Designated Agency Billing Office: Vouchers/invoices shall be submitted to the following address:

U.S. Nuclear Regulatory Commission
Division of Contracts
Mail Stop T-7-I-2
Washington, D.C. 20555

HAND DELIVERY OF VOUCHERS/INVOICES IS DISCOURAGED AND WILL NOT EXPEDITE PROCESSING BY NRC. However, should you choose to deliver vouchers/invoices by hand, including delivery by any express mail services or special delivery services which use a courier or other person to deliver the voucher/invoice in person to the NRC, such vouchers/invoices must be addressed to the above Designated Agency Billing Office and will only be accepted at the following location:

U.S. Nuclear Regulatory Commission
One White Flint North
11555 Rockville Pike - Mail Room
Rockville, MD 20852

HAND-CARRIED SUBMISSIONS WILL NOT BE ACCEPTED AT OTHER THAN THE ABOVE ADDRESS.

Note that the official receipt date for hand-delivered vouchers/invoices will be the date it is received by the official agency billing office in the Division of Contracts.

Billing Instructions
Page 2 of 2

Agency Payment Office: Payment will be made by the following office:

U.S. Nuclear Regulatory Commission
Division of Accounting and Finance GOV/COMM
Mail Stop T-9-H4
Washington, DC 20555

Frequency: The contractor shall submit claims for reimbursement once each month, unless otherwise authorized by the Contracting Officer.

Format: Claims should be submitted in the format depicted on the attached sample form entitled "Voucher/Invoice for Purchases and Services Other Than Personal" (see Attachment) or a similar format. **THE SAMPLE FORMAT IS PROVIDED FOR GUIDANCE ONLY AND IS NOT REQUIRED FOR SUBMISSION OF A VOUCHER/INVOICE. ALTERNATE FORMATS ARE PERMISSIBLE PROVIDED ALL REQUIREMENTS OF THE BILLING INSTRUCTIONS ARE ADDRESSED.**

Billing of Costs After Expiration of Contract: If the costs are incurred during the contract period and claimed after the contract has expired, the period during which these costs were incurred must be cited. To be considered a proper voucher/invoice, the contractor shall clearly mark it "EXPIRATION VOUCHER" OR "EXPIRATION INVOICE".

Currency: Billings may be expressed in the currency normally used by the contractor in maintaining his accounting records; payments will be made in that currency. However, the U.S. dollar equivalent for all vouchers/invoices paid under the contract may not exceed the total U.S. dollars authorized in the contract.

ATTACHMENT

**INVOICE/VOUCHER FOR PURCHASES
AND
SERVICES OTHER THAN PERSONAL**

(SAMPLE FORMAT - COVER SHEET)

Official Agency Billing Office
U.S. Nuclear Regulatory Commission
Division of Contracts
Mail Stop: T-7-12
Washington, DC 20555-0001

(a) Contract No: _____

(b) Voucher/Invoice No: _____

(c) Date of Voucher/Invoice: _____

Payee's Name and Address

(d) Individual to Contact Regarding Voucher/Invoice

Name: _____

Telephone No: _____

(e) This voucher/invoice represents reimbursable costs for the billing period
_____ to _____.

	<u>Current Period</u>	<u>Amount Billed Cumulative</u>
(f) <u>Direct Costs:</u>		
(1) Direct Labor*	\$ _____	\$ _____
(2) Travel*	\$ _____	\$ _____
Total Direct Costs:	\$ _____	\$ _____

* The contractor shall submit as an attachment to its invoice/voucher cover sheet a listing of labor categories, hours billed, fixed hourly rates, total dollars, and cumulative hours billed to date under each labor category, authorized under the contract. In addition, the contractor shall include travel costs incurred with the required supporting documentation, as well as, the cumulative total of travel costs billed to date by activity.