ORDER FOR SUPPLIES OR SERVICES

PAGE 1 OF 4 PAGES

IMPORTANT: Mark all packages and papers with contract and/or order numbers. BPA NO.

1. DATE OF ORDER: SEP 27 2007

2. CONTRACT NO. (If any): NRC-42-07-036

3. ORDER NO.: NRC-42-07-036-T01 MODIFICATION NO.

4. REQUISITION/REFERENCE NO.: NRC-42-07-036(01)

5. ISSUING OFFICE (Address correspondence to)
U.S. Nuclear Regulatory Commission
Div. of Contracts
Attn: Kala Shankar 301-415-6310
Mail Stop T-7-I-2
Washington, DC 20555

6. SHIP TO:
a. NAME OF CONSIGNEE: U.S. Nuclear Regulatory Commission
b. STREET ADDRESS: Attn: Charles Willbanks 301 415 0494
Mail Stop: T6-C34
c. CITY: Washington
d. STATE: DC
e. ZIP CODE: 20555
f. SHIP VIA

7. TO.
a. NAME OF CONTRACTOR: INFORMATION SYSTEMS LABORATORIES, INC
ISL
b. COMPANY NAME: ATTN: DR. JAMES F. MEYER
c. STREET ADDRESS: 11140 ROCKVILLE PIKE, SUITE 500
d. CITY: ROCKVILLE
e. STATE: MD
f. ZIP CODE: 20852

8. TYPE OF ORDER
[ ] a. PURCHASE
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.
[X] b. DELIVERY
Except for billing instructions on the reverse, this delivery 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.

9. ACCOUNTING AND APPROPRIATION DATA
725-15-171-107; JC: Q-4026; BOC 252A; 31X0200
Obligate: $11,000
Contractor DUNS: 107928806

10. REQUISITIONING OFFICE: NRO

11. BUSINESS CLASSIFICATION (Check appropriate box(es))
[ ] a. SMALL
[X] b. OTHER THAN SMALL
[ ] c. DISADVANTAGED
[ ] g. SERVICE-DISABLED VETERAN-OWNED
[ ] d. WOMEN-OWNED
[ ] e. HUBZone
[ ] f. EMERGING SMALLBUSINESS

12. F.O.B. POINT: Destination

13. PLACE OF
a. INSPECTION
b. ACCEPTANCE

14. GOVERNMENT B/L NO.

15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)

16. DISCOUNT TERMS

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)
	Issuance of Task Order No. 1 under Contract No. NRC-42-07-036 Title: "Technical Assistance in Project Management to assist the Office of New Reactors" Period of Performance: 09/28/2007 - 10/27/2008 Estimated Reimbursable Cost: $123,220 Fixed Fee: $9,099 Total Cost Plus Fixed Fee:$132,319 Funding in the amount of $11,000 is being provided See attached pages for a description of Task Order 1 and Statement of Work.					

SEE BILLING INSTRUCTIONS ON REVERSE

18. SHIPPING POINT
19. GROSS SHIPPING WEIGHT
20. INVOICE NO.

21. MAIL INVOICE TO:
a. NAME: U.S. Nuclear Regulatory Commission
Payment Team, Mail Stop T-9-H-4
b. STREET ADDRESS (or P.O. Box): Attn: (NRC-42-07-036 Task Order No. 1)
c. CITY: Washington
d. STATE: DC
e. ZIP CODE: 20555

17(h) TOTAL (Cont. pages)

17(i). GRAND TOTAL: $132,319

22. UNITED STATES OF AMERICA BY (Signature): Kala Shankar

23. NAME (Typed): Kala Shankar
Contracting Officer
TITLE: CONTRACTING/ORDERING OFFICER

ADM002

TEMPLATE - ADM002
AUTHORIZED FOR LOCAL REPRODUCTION
PREVIOUS EDITION NOT USABLE

SUNSI REVIEW COMPLETE

OCT 16 2007

OPTIONAL FORM 347 (REV. 4/2006)
PRESCRIBED BY GSA/FAR 48 CFR 53.213(f)

SUPPLEMENTAL INVOICING INFORMATION

If desired, this order (or copy thereof) may be used by the Contractor as the Contractor's invoice, instead of a separate invoice, provided the following statement, (signed and dated) is on (or attached to) the order: "Payment is requested in the amount of $_____. No other invoice will be submitted." However, if the Contractor wishes to submit an invoice, the following information must be provided: contract number (if any), order number, item number(s), description of supplies or services, sizes, quantities, unit prices, and extended totals. Prepaid shipping costs will be indicated as a separate item on the invoice. Where shipping costs exceed $10 (except for parcel post), the billing must be supported by a bill of lading or receipt. When several orders are invoiced to an ordering activity during the same billing period, consolidated periodic billings are encouraged.

RECEIVING REPORT

Quantity in the "Quantity Accepted" column on the face of this order has been: ☐ inspected, ☐ accepted, ☐ received by me and conforms to contract. Items listed below have been rejected for the reasons indicated.

SHIPMENT NUMBER	PARTIAL		DATE RECEIVED	SIGNATURE OF AUTHORIZED U.S. GOV'T REP.	DATE
	FINAL				
TOTAL CONTAINERS		GROSS WEIGHT	RECEIVED AT	TITLE	

REPORT OF REJECTIONS

ITEM NO.	SUPPLIES OR SERVICES	UNIT	QUANTITY REJECTED	REASON FOR REJECTION

In accordance with Section G.4, Task Order Procedures, of Contract No. NRC-42-07-036, this definitizes Task Order No. 01. The effort shall be performed in accordance with the attached Statement of Work.

Task Order No. 01 shall be in effect from September 28, 2007 through October 27, 2008, with a cost ceiling of $132,319. The amount of $123,220 represents the estimated reimbursable costs, and the amount of $9,099 represents the fixed fee.

The amount obligated by the Government with respect to this task order is $11,000, of which $10,329 represents the estimated reimbursable costs, and the amount of $671 represents the fixed fee.

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 Matter: Charles Willbanks
Project Officer
301-415-0494

Contractual Matters: Kala Shankar
Contract Specialist
301-415-8054

Acceptance of Task Order No. 01 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 at the address identified in Block No. 5 of the OF 347. You should retain the third copy for your records.

ACCEPTANCE:

NAME

VP

TITLE

9/27/07

DATE

TASK ORDER TERMS AND CONDITIONS NOT SPECIFIED IN THE CONTRACT

A.1 NRC Acquisition Clauses - (NRCAR) 48 CFR Ch. 20

A.2 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

A.3 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.

TASK ORDER STATEMENT OF WORK

JCN	Contractor	Task Order No.
Q-4026	Information Systems Laboratories, Inc.	1
Applicant	Design/Site	Docket No.
N/A	AP1000/NA	N/A
Title/Description		
Technical Assistance in Project Management to Assist the Office of New Reactors		
TAC No.	B&R Number	SRP Section(s) or ESRP
N/A	725-15-171-107	N/A
NRC Technical Assistance Project Manager (TAPM)		
Elinor Cunningham	(301) 415-6580	EMC3@nrc.gov
NRC Technical Monitor (TM)		
Charles Willbanks	(301) 415-0494	CRW2@nrc.gov
NRC Safety/Environmental Project Manager (PM)		
N/A	N/A	N/A

1. BACKGROUND

The purpose of this Task Order is to obtain the necessary technical assistance to support the NRC staff in determining whether or not the subject potential application meets appropriate regulatory requirements.

Early site permits (ESP), standard design certifications (DC) and combined licenses (COL) applications are submitted pursuant to Title 10 of the *Code of Federal Regulations* (10 CFR), Part 52, "Early Site Permits; Standard Design Certifications; and Combined Licenses for Nuclear Power Plants." The U.S. Nuclear Regulatory Commission (NRC) reviews these requests based on information furnished by ESP, DC and COL applicants pursuant to 10 CFR 52.79, "Contents of Applications Technical Information."

The NRC staff has prepared NUREG-0800, "Standard Review Plan for the Review of Safety Analysis Reports for Nuclear Power Plants," to provide guidance to the staff in performing safety reviews of COL applications and standard designs and sites for nuclear power plants. The principal purpose of the SRP is to assure the quality and uniformity of staff safety reviews.

The NRC staff has also prepared NUREG-1555, "Standard Review Plans for Environmental Reviews for Nuclear Power Plants," to provide guidance to the staff performing environmental reviews of applications relating to nuclear power plants. The ESRPs are companions to regulatory guides that address siting and environmental issues. As with NUREG-0800, the purpose of the ESRP is to assure the quality and uniformity of environmental reviews.

The staff publishes the results of these reviews in a Safety Evaluation Report (SER) or an Environmental Safety Evaluation Report (ESER).

Additional background information may be found in the new reactors IDIQ contract.

2. OBJECTIVE

The objective of this task is for the Information Systems Laboratories, Inc (ISL) Project Managers to provide the managerial and technical expertise necessary to assist NRC's Office of New Reactors (NRO) in analyzing and staffing the new reactor licensing work. This effort will include assessing the needed resources to conduct the work, identifying needed multi-disciplinary skill sets, and identifying the appropriate (and available) technical personnel to conduct each task as it is identified. The effort will be led by the ISL Project Manager.

The Project Management task provides:

- New reactor licensing support continuity (both period of performance and funding) throughout the entire project since the technical task orders will have individual periods of performance that fall within the overall contract and there may be gaps between active tasks, and

- A mechanism for funding more generic infrastructure development types of activities -- not specific to a particular SRP section or COL application.

The expected level of effort for this task for the 13-month period from September 2007 through the end of FY 08 (September 30, 2008) is 650 hours. Also, each contractor will need one week per month of an individual's time during this period for technical/administrative support (this level of effort may increase in FY08 as a large number of COL applications are submitted).

Specific project manager activities will include:

1. Support NRC staff in the on-going planning efforts to identify resource requirements for all NRC work that will utilize contractor technical assistance.

    a. New reactor licensing tasks/schedules
    b. Design certification reviews
    c. Early site permit submittals
    d. Other emerging work.

2. Maintain the skills matrix up-to-date.

3. Identify the needed skills mix and identify/obtain NRC concurrence on potential reviewers for application submittal reviews.

    a. Topical report evaluations
    b. Design changes to certified designs
    c. Other emerging work.

4. Enable establishment of the needed infrastructure to support the COL/ESP/SRP/EIS emerging work such as review document configuration management, and quality assurance (QA).

5. Upgrade communications protocols and initiate systems implementation between contractor, NRC technical staff (TMs and PMs), and others as needed.

a. Maintain frequent communications with NRC management and technical staff
b. Meet with NRC staff at NRC Headquarters or elsewhere as needed to support excellent communications and maintain work schedule and quality products.

6. Interface with the NRC staff for general planning of activities, evaluation of ongoing and planned work, and to develop strategies to overcome potential problems and outstanding issues.

   a. Evaluate task deliverable status on a continuing basis vs. schedule.

7. Provide assistance in the planning and organization of meetings related to the accomplishment of COL, DC, ESP and other new reactor licensing review activities.

8. As work is assigned, provide program monitoring and controls.

9. Develop monthly letter status reports; prepare proposals for statements of work in response to NRC requests.

10. Prepare briefings/reviews on project activities as requested by NRC and provide input and support to NRC staff for internal briefings.

3. TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

As specified in the Statement of Work (SOW), the contractor shall provide individuals who have the required educational background and work experience to meet the objectives of the work specified in this task order.

The contractor shall provide a project manager (PM) to oversee the effort and ensure the timely submittal of quality deliverables so that all information is accurate and complete as defined in the SOW.

The NRC will rely on representations made by the contractor concerning the qualifications of the personnel assigned to this task order, including assurance that all information contained in the technical and cost proposals, including resumes, is accurate and truthful. The resume for each professional proposed to work under this task order (technical staff, employees, consultants, specialists or subcontractors) shall describe the individual's experience in applying his or her area of engineering specialization to work in the proposed area. The use of particular personnel on this task order is subject to the NRC technical monitor's (TM's) approval. This includes any proposed changes to key personnel during the life of the task order.

4. CONFLICT OF INTEREST

The Contractor shall review this proposed project and provide information to the NRC that describes the dollar value, period of performance, organization, and scope of work for any past, ongoing, or planned efforts that are the same as, or substantially similar to, the services within the scope of this agreement (or task order) and are being performed for NRC licensees, vendors, industry groups or research institutes that represent or are substantially comprised of nuclear utilities. In addition, the Contractor shall also identify any current or former NRC

employees who have been or will be involved in performing work on any given task order. The NRC will use the information to determine if performance of the effort in this SOW will give rise to a conflict of interest with respect to any work performed for others by the Contractor.

5. WORK REQUIREMENTS AND SCHEDULE

	Subtask Description	Due Date Or Days
1.	Letter report outlining the project plan for management and control of all work activities under the agreement.	30 days after authorization
2.	Concise letter report summarizing project decisions made during the recent quarter and commitments made.	Quarterly and 10 days prior to periodic NRC management meeting
3.	Monthly Letter Status Reports	Monthly to be issued no later than the 20th of the month: e-mail summary by the 15th.

* The specific work schedule for this deliverable shall be defined in the Project Plan as defined below and in Attachment 3 (Section J) to the basic contract award document. These work schedules are subject to change by the NRC project manager (NRC PM) to support the needs of the NRC Licensing Project Plan Integrated Schedule. However, the level of effort, deliverables, and agreement costs shall be in accordance with the original SOW criteria.

The contractor shall submit a cost estimate, staffing plan, and project plan with a schedule for deliverables within 10 days of receipt of this task order, unless otherwise directed by the NRC contracting officer (CO). The NRC technical monitor (TM) will review the plan based on the forecast of the NRC LPP Integrated Schedule. If the contractor estimate and plans submission are consistent with the LPP forecast schedule, then the NRC TAPM will authorize commencement of the work effort. The NRC staff will negotiate estimate and plan adjustments with the contractor if the estimate and plans are not consistent with the LPP forecasts. Examples of the staffing plan and project plan are provided in the basic contract award document (see Section J, Attachments 2 and 3).

The contractor shall provide the following information prior to initiation of a task order:

- A staffing plan that specifically reflects services to be provided.
- A quality control plan which outlines the procedures and system the contractor will use for document version and configuration control, technical input tracking, change management, and technical and editorial reviews. The contractor shall organize, track, and manage changes in a structured, systematic, and transparent manner, throughout the production of each task order deliverable.
- The contractor shall also provide a statement of professional qualifications for staff proposed to work under this task order.

6. LEVEL OF EFFORT

The estimated level of effort in professional staff hours apportioned among the subtasks and by labor category is as follows:

Task(s)	Labor Category	Level of Effort FY 2008 (hours)
1	PM Program Planning and Coordination	435
2	PM Monthly Status Reports	65
3	PM Quarterly and Special Reports	150
Total	Project Manager	650

7. PERFORMANCE STANDARDS

Contractor performance will be evaluated based on meeting the performance standards provided in the SOW. As provided in the SOW a feedback form shall be completed documenting this evaluation. It should be noted that award of subsequent task orders will be based on the contractor's success in meeting the schedule, milestones and deliverable requirements of the preceding task orders.

8. PERIOD OF PERFORMANCE

The projected period of performance is 13 months from authorization of work.

9. DELIVERABLES

Monthly letter status report

The contractor shall submit monthly letter status reports (MLSR) as specified in Attachment 6 within the SOW. The contractor shall issue each MLSR no later than the 20th of the month, and a total of the month ending (or billing cycle) costs shall be provided by e-mail to the NRC TAPM no later than the 15th of the month. For purposes of billing, assume an even split between dockets for a multiple, same site application. On an exception basis, the safety/environmental project manager will determine if a separate task order should be issued to capture significant docket-specific expenditures.

The technical status section of the report shall contain a summary of the work performed during the reporting period on this Task Order, and milestones reached, or, if missed, an explanation; 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.

E-mail progress report

The contractor shall provide an interim progress report bi-weekly to include staff hours expended and percent completed for each subtask under this task order and the forecast for the remainder of the work effort. The report shall be sent electronically by e-mail to the NRC TAPM and TM and shall be in a form that can be directly imported into the LPP scheduling system.

Technical reporting requirements

Typically, reports will involve:

- Trip reports with meeting summaries, observations and recommendations;
- Technical letter reports;
- Draft and final technical evaluation reports (TERs) that summarize the work performed, results attained, findings, conclusions and recommendations.

In all correspondence, include the following identifying information:

- JCN No. (Q-4026)
- Task Order No. 1
- Applicant's Name: N/A
- Site Name (if applicable): N/A

Communications with the NRC and among contractor staff may be subject to hearing file requirements under 10 CFR Part 2. In this circumstance, the NRC TM will identify the type of records that must be provided to the NRC for inclusion in the hearing file.

Unless otherwise specified above, the contractor shall provide all deliverables as draft products. The NRC TM will review all draft deliverables (and coordinate any internal NRC staff review, if needed) and provide comments back to the contractor. The contractor shall revise the draft deliverable based on the comments provided by the TM, and then deliver the final version of the deliverable. When mutually agreed upon between the contractor and the TM, the contractor may submit preliminary or partial drafts to help gauge its understanding of the particular work requirement.

The contractor shall provide the following deliverables in hard copy and electronic formats. The electronic format shall be Microsoft Word or other word processing software approved by the TM. For each deliverable, the contractor shall provide one hard copy and electronic copy to both the TAPM and the TM. The schedule for deliverables shall be contained in the approved project plan for the task order effort.

The transmittal letter and cover page of each report, or other deliverable, as appropriate, shall contain the job control number (JCN), project title, NRC technical assignment control (TAC) number or inspection report number, and the facility name and docket number, as appropriate. At the direction of the NRC TM, certain deliverables may need to be prepared in NUREG or NUREG/CR format.

10. MEETINGS AND TRAVEL

One (1) three-day meeting per quarter is anticipated among the NRC TM and the contractor Project Manager or deputy to assess the status of all active tasking. A program review meeting involving NRC and contractor Senior Management should be anticipated biennially. On an annual basis, the Project Manager and the deputy should plan to attend one meeting each dealing with information exchange (such as the Regulatory Information Conference) or a public meeting involving the Commission or Public Interest Groups or Industry Groups in the Washington, DC area. At the discretion of the NRC TM, meetings may be conducted via tele-conference or video conference.

11. NRC FURNISHED MATERIAL

The TM will provide any background information and documentation identified by the Program Manager and necessary to perform work under this task within 30 days. The contractor staff will identify any additional NRC documentation that is needed and the TM will determine whether is will be provided by the NRC or obtained directly by the contractor from ADAMS, NRC public document room or the NRC website at www.nrc.gov.

12. OTHER APPLICABLE INFORMATION

License Fee Recovery

- Pursuant to the provisions on fees of 10 CFR Parts 170 and 171, provide the total amount of funds costed during the period and cumulative to date for each task/task order by facility. The License Fee Recovery Status Report must be on a separate page, as part of the monthly status report, in the format provided in the attachment shown at the end of this document.

  There should be only one License Fee Recovery Cost Status (LFRCS, see Attachment) table per SOW each month. Unit numbers, for example, South Texas 3, should be identified for each facility included in each table, the facilities should be sorted by docket number, and costs should be reported as whole numbers rounded to the nearest dollar. For work that involves more than one unit at the same site, each unit should be listed separately and the costs should be split appropriately between the units. Common costs, as defined below, must be identified separately in the LFRCS table each month and must be divided among all plants worked on under the program during the month. The total of the period costs reported in the LFRCS table should equal the total of the period costs reported in the Financial Status report. In the event the totals of the costs reported in these two tables are not equal, an explanation for the variance should be given as a footnote to the LFRCS table.

  "Common costs" are those costs associated with the performance of an overall program that benefit all similar licensees covered under that program or that are required to satisfactorily carry out the program. Common costs include costs associated with the following: preparatory or startup efforts to interpret and reach agreement on methodology, approach, acceptance criteria, regulatory position, or technical reporting requirements; efforts associated with the lead-plant concept that might be involved during the first one or two plant reviews; meetings and discussions involving the above efforts to provide

orientation, background knowledge, or guidance during the course of a program; any technical effort applied to a category of plants; and project management.

Expected Classification or Sensitivity

- All work under this project is expected to be unclassified and not sensitive.

Assumptions and Understandings:

- The level of effort for Section 6-Task 1 is based on the volume of materials to be reviewed; this task is for familiarity and not for evaluation.

- It is assumed that the contractor has access to the NRC furnished material available on the Internet.

- It is understood that the scope of the review consists of conference calls with the NRC staff, and with the NRC staff and the applicant, to discuss open items in an attempt to obtain additional information or reach resolution.

- During the course of the review, the Technical Monitor, and possibly other NRC personnel, may travel to the contractor site to discuss the status of the review and participate in the resolution of open items or other issues related to this task order. It is assumed that the level of effort covers such a meeting.

LICENSE FEE RECOVERY COST STATUS

IDIQ Contract No:
Job Code:
Title:
Period:

Task/ Task Order	Facility Name and Unit	Docket Number	Identification (TAC) Number	Costs	
				Period	Cumulative

Common Costs

_____ No license fee recoverable costs were incurred during the reporting period.