

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 10

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

BPA NO.

1. DATE OF ORDER NOV 13 2007		2. CONTRACT NO. (if any) NRC-42-07-036		6. SHIP TO:	
3. ORDER NO. NRC-42-07-036T0002		4. REQUISITION/REFERENCE NO. NRC-42-07-036(02)		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
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				b. STREET ADDRESS Attn: Charles Willbanks 301 415 0494 Mail Stop: T6-C34	
				c. CITY Washington	d. STATE DC
				e. ZIP CODE 20555	
7. TO:				f. SHIP VIA	
a. NAME OF CONTRACTOR INFORMATION SYSTEMS LABORATORIES, INC ISL				8. TYPE OF ORDER	
b. COMPANY NAME ATTN: DR. JAMES F. MEYER				<input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY	
c. STREET ADDRESS 11140 ROCKVILLE PIKE, SUITE 500				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.	
d. CITY ROCKVILLE	e. STATE MD	f. ZIP CODE 20852		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 825-15-171-112; JC: Q-4174; BOC 252A; 31X0200 Obligate: \$125,000 Contractor DUNS: 107928806				10. REQUISITIONING OFFICE NRO	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))				12. F.O.B. POINT Destination	
<input type="checkbox"/> a. SMALL <input checked="" type="checkbox"/> b. OTHER THAN SMALL <input type="checkbox"/> c. DISADVANTAGED <input type="checkbox"/> d. WOMEN-OWNED <input type="checkbox"/> e. HUBZone <input type="checkbox"/> f. EMERGING SMALL BUSINESS <input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED					
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date)	
a. INSPECTION	b. ACCEPTANCE			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. 2 under Contract No. NRC-42-07-036 Title: "Technical Assistance in developing the NRO Construction Inspection Program (CIP)" Period of Performance: 11/13/2007 - 11/12/2008 Estimated Reimbursable Cost: \$1,103,376 Fixed Fee: \$75,079 Total Cost Plus Fixed Fee: \$1,178,455 Funding in the amount of \$125,000 is being provided See attached pages for a description of Task Order 2					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)
	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. 2)						
	c. CITY Washington	d. STATE DC	e. ZIP CODE 20555				17(i). GRAND TOTAL
22. UNITED STATES OF AMERICA BY (Signature) <i>Kala Shankar</i>			23. NAME (Typed) Kala Shankar Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER				

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TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

NOV 29 2007

OPTIONAL FORM 347 (REV. 10-06)
PRESCRIBED BY 41 CFR 101-11.6

ADM002

RECEIVING REPORT

REPORT OF REJECTIONS

OPTIONAL FORM 347 (REV. 4/2006) BACK

In accordance with Section G.4, Task Order Procedures, of Contract No. NRC-42-07-036, this definitizes Task Order No. 02. The effort shall be performed in accordance with the attached Statement of Work.

Task Order No. 02 shall be in effect from November 13, 2007 through November 12, 2008, with a cost ceiling of \$1,178,455. The amount of \$1,103,376 represents the estimated reimbursable costs, and the amount of \$75,079 represents the fixed fee.

The amount obligated by the Government with respect to this task order is \$125,000, of which \$115,741 represents the estimated reimbursable costs, and the amount of \$9,259 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
301-415-6310

Acceptance of Task Order No. 02 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

Bruce R. Meadows

Vice President

TITLE

DATE

11/13/07

TASK ORDER STATEMENT OF WORK

JCN Q-4174	Contractor ISL	Task Order No. 2
Applicant N/A	Design/Site N/A	Docket No. N/A
Title/Description Technical Assistance in Developing the NRO Construction Inspection Program		
TAC No.	B&R Number 825-15-171-112	SRP Section(s) or ESRP N/A
NRC Technical Assistance Project Manager (TAPM) Jayne Halverson 301-415-6001 JXH3@nrc.gov		
NRC Technical Monitor (TM) Omid Tabatabai 301-415-6616 oty@nrc.gov		
NRC Safety/Environmental Project Manager (PM) N/A		

1.0 **REQUEST FOR PROPOSAL** ~~(SECTION 1.0 IS NOT PART OF THE T.O. SOW)~~

A proposal is requested to perform the work described in this Statement of Work. The due date for your proposal is 2 p.m. Washington, DC local time, October 11, 2007, and shall consist of two parts: a technical approach and a cost estimate.

As a minimum, the technical approach shall substantiate your understanding of the requirements of the work, note any anticipated problem areas or deviations from the Statement of Work, identify key personnel who will perform the work, include resumes of those personnel not already in the contract, and address any potential conflict of interest issues. The following certification must also be submitted with your proposal: "I represent to the best of my knowledge and belief that the award to _____, Incorporated of Task Order No. 2 to Contract No. NRC-42-07-XXX does // or does not // involve situations or relationships of the type set forth in NRCAR 2009.570-3.

The contractor shall provide a staffing plan that specifically reflects services to be provided. Examples of the staffing plan are provided in Section J, Attachment 2 of the basic contract award document.

You are also required to identify any current/former NRC employees who have or will be involved, directly or indirectly, in developing the proposal, or in negotiating on behalf of your firm or in managing, administering or performing any purchase orders, contracts, consultant agreement or subcontract resulting from this proposal (list name, title and date individual left NRC and provide brief description of individual's role under this proposal.) If there are no current/former NRC employees involved, a negative statement is required.

The second part of your proposal shall be your cost estimate. Submit your cost estimate in accordance with the Federal Acquisition Regulation (FAR). Your proposal format along with supporting information in your own format (information such as proposed labor hours and labor rates, cost of equipment and materials, etc.) which supports your estimated costs must be submitted.

CAUTION - It should be noted that this request for proposal does not commit the Government to pay any costs incurred in the submission of proposals or make necessary studies or designs for the preparation thereof, nor to procure or contract for the services in the enclosed Statement of Work. It is also brought to your attention that the Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with this proposed task order.

Your response to the subject RFP should be sent electronically to KXS4@NRC.GOV with a copy to Emc3@nrc.gov and Ral1@nrc.gov.

The proposal shall be signed by an official authorized to bind the company, and it shall contain a statement indicating a proposal acceptance period of not less than 30 days.

2.0 BACKGROUND

Combined Operating License (COL) Applications are submitted pursuant to Section 52 of Title 10 of the *Code of Federal Regulations* (10 CFR 52), "Early Site Permits; Standard Design Certifications; and Combined Licenses for Nuclear Power Plants." The U.S. Nuclear Regulatory Commission (NRC) reviews COL Applications based on information furnished by electric utility companies pursuant to 10 CFR 52.79, "Contents of Applications Technical Information."

A Standard Review Plan (NUREG-0800) is prepared for the guidance of staff reviewers in the Office of New Reactors in performing safety reviews of applications to construct or operate nuclear power plants and the review of applications to approve 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.

An Environmental Safety Review Plan (NUREG-1555) is prepared for the guidance of staff reviewers in performing environmental reviews of applications related 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).

3.0 OBJECTIVE

The objective of this task order is to obtain technical expertise from the contractor to assist the NRC staff in developing the Office of New Reactors (NRO) Construction Inspection Program (CIP). Tasks under this Scope of Work include the following programs in the CIP.

Inspections, Tests, Analyses, and Acceptance Criteria (ITAAC) Program Development

Assist with the development of the submittal process, requirements, steps, criteria, and inclusions to incoming submittals to the CIP. Also, develop guidance for the nuclear power industry for standardizing the construction inspection and ITAAC-related submittals.

Construction Experience Program

To acquire expert technical assistance services to support systematic, independent evaluation of domestic and international construction and operating experience (Co-OpE). These tasks include:

- Short-term analyses of diverse Co-OpE sources for trends and insights,
- Short-term detailed, independent evaluations of complex Co-OpE issues to determine safety significance and generic applicability,
- Production of periodic Co-OpE summary reports in high-quality packaging. Each summary report would highlight particular operating experience over a specific time period and may emphasize risk-significant events and conditions, issues of generic implications, or trends and insights, as appropriate,
- Short-term assistance with drafting an NRO Office Instruction describing the Construction and Operational Experience Program,
- Short-term review and evaluation of inspection reports, including vendor inspection and quality assurance audit report, for identification of applicable Co-OpE and lessons learned,

Enforcement and Assessment Activities

Assist with the development of enforcement and assessment methodologies, including the development of implementing procedures, training materials, and guidance documents.

The deliverables or output of these programmatic development tasks will vary from written procedures to implementing supporting software packages. Due to the varying nature of the output, the expectations will be defined on a task by task basis as the work is assigned.

4.0 WORK REQUIREMENTS, SCHEDULE AND DELIVERABLES

Tasks/Standards	Scheduled Completion	Deliverables
<p>1. REQUIREMENT: Become familiar with SRP Section 14, Design Certifications and existing programs for CIP development.</p> <p>STANDARD: Written confirmation that familiarization is complete</p> <p>The level of effort for Task 1 is based on the volume of materials to be reviewed; this task is for familiarity and not for evaluation.</p>	<p>* 1 week after authorization of work</p>	<p>Documentation that assigned personnel have reviewed references</p>

2.	<p>REQUIREMENT: Participate in an orientation/kick-off meeting with the NRC DCIP staff to discuss the scope of the work, expectations and contract management.</p> <p>STANDARD: Attendance by individuals designated by NRC.</p>	* 1 week after authorization of work	Project Plan and Schedule
3.	<p>REQUIREMENT: Determine if the methods and approach proposed by the staff meet the appropriate programmatic goals. Identify issues and those aspects of the program that need additional development. Propose the output and final submittals.</p> <p>STANDARD: Completed report, guide, or project guide that follows the NRC provided template in accordance with NRC requirements. One round of comment incorporation is acceptable.</p>	* 2 weeks after authorization of work	Program Development, TBD
4.	<p>REQUIREMENT: Develop and submit draft output.</p> <p>STANDARD: One round of comment incorporation is acceptable. 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. The estimated level of effort provided in Section 9 covers such a meeting.</p> <p>The level of effort for Task 4 is based on the assumption that the output will closely follow similar NRC documents, procedures, and formerly developed office instructions.</p>	* 6 weeks after authorization of work.	Draft Submittal

<p>5. REQUIREMENT: Incorporate NRC staff review comments and provide final submittal.</p> <p>STANDARD: Complete submittal and evaluation as required.</p>	<p>* 10 weeks after authorization of work</p>	<p>Final Submittal</p>
<p>6. REQUIREMENT: As needed and requested by the staff, provide technical support to the staff during related ACRS meetings and hearing proceedings.</p> <p>STANDARD: Ensure presentation materials are reviewed and approved by NRC staff.</p> <p>The level of effort in Task 6 is based on requiring one trip per task to NRC headquarters to support meetings such as ACRS review.</p>	<p>TBD</p>	<p>Prepare Presentation Materials. Attend Meetings, if required</p>

* These Work Schedules are subject to change by the NRC Contracting Officer (CO) and Project Manager (NRC PM) to support the needs of the NRC Licensing Program Plan.

5.0 TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

As specified in the base contract, 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. Specific qualifications for this effort include:

10 CFR Part 52 Experience

Nuclear Power Plant Construction Experience

Civil Engineering

Construction Management

Mechanical Engineering

Electrical Engineering

These are referred to as engineering and technical support personnel in Section 9, below.

Once the tasks are assigned, specific technical disciplines listed above can be identified for the tasks.

The contractor shall provide a contractor 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 base contract.

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 (contractor, subcontractor, or consultant) 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 contract 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.

6.0 REPORTING REQUIREMENTS

Monthly letter status report

The contractor shall submit monthly letter status reports (MLSR) as specified in the base contract (see Section J, **Attachment 6** to the basic contract award). 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 TM, and TAPM no later than the 15th of the month.

E-mail progress report

The contractor shall provide an interim progress report bi-weekly to include staff hours expended and percent completed for each task under this task order. The report shall be sent electronically by e-mail to the NRC PM and TM.

Technical reporting requirements

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 the contractor's understanding of the particular work requirement.

The contractor shall provide the following deliverables in hard copy and electronic formats. The electronic format shall be provided in Microsoft Word, the Microsoft Suite of programs, 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 PM and the TM. The schedule for deliverables shall be contained in the approved project plan for the task order effort.

In all correspondence, include identifying information: JCN No.: Q-4174; Task Order No.: 2.

7.0 MEETINGS AND TRAVEL

One 2-person, 1-day working meeting to kickoff project and contractor orientation for individual tasks assigned.*

One 2-person, 1-day working meeting at NRC headquarters to review deliverables.*

One, 1-person, 1-day meetings, if needed, for hearing or ACRS meeting.

*At the discretion of the NRC TM, meeting may be conducted via telephone or video conference.

8.0 NRC FURNISHED MATERIAL

NRC-furnished materials including a CD-ROM containing relevant project guides and templates will be available on an as-needed basis.

9.0 LEVEL OF EFFORT

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

<u>Task(s)</u>	<u>Labor Category</u>	<u>Level of Effort FY-07 (hours)</u>	<u>Level of Effort FY-08 (hours)</u>
1	Engineering/Tech Support		
2	Engineering/Tech Support		
3	Engineering/Tech Support		
4	Engineering/Tech Support		
5	Engineering/Tech Support		
6	Tech Support		
Task 1 - 6	Project Manager		
Total			8320

10.0 PERIOD OF PERFORMANCE

The projected period of performance is 12 months from date of task order award.

11.0. OTHER APPLICABLE INFORMATION

a. License Fee Recovery

All work under this task order is/is not fee recoverable and must be charged to the appropriate TAC number(s).

b. Assumptions and Understandings:

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.