

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

BPA NO. 1. CONTRACT ID CODE PAGE 1 OF PAGE 2

2. AMENDMENT/MODIFICATION NO. 0004  
 3. EFFECTIVE DATE See Block 15c.  
 4. REQUISITION/PURCHASE REQ. NO. 42-07-036T002M004  
 5008R053  
 5. PROJECT NO.(if applicable)

6. ISSUED BY CODE 3100  
 U.S. Nuclear Regulatory Commission  
 Div. of Contracts  
 Attn: Kala Shankar 301-415-6310  
 Mail Stop T-7-I-2  
 Washington, DC 20555  
 7. ADMINISTERED BY (If other than Item 6) CODE 3100  
 U.S. Nuclear Regulatory Commission  
 Div. of Contracts  
 Mail Stop T-7-I-2  
 Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  
 INFORMATION SYSTEMS LABORATORIES, INC  
 ISL  
 ATTN: DR. JAMES F. MEYER  
 11140 ROCKVILLE PIKE, SUITE 500  
 ROCKVILLE MD 20852  
 CODE 107928806 FACILITY CODE  
 9A. AMENDMENT OF SOLICITATION NO.  
 9B. DATED (SEE ITEM 11)  
 10A. MODIFICATION OF CONTRACT/ORDER NO.  
 NRC-42-07-036 0002  
 10B. DATED (SEE ITEM 13)  
 11-13-2007

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended,  is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) 850-15-333-208 J5636 252A 31x0200  
 Obligate \$56,044.00

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

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

**E. IMPORTANT:** Contractor  is not,  is required to sign this document and return <sup>2</sup> copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
 The purpose of this task order is to (1) increase the task order ceiling by \$56,044; (2) to incorporate the revised SOW (3) provide incremental funds in the amount of \$56,044.

Task Order Ceiling Amount: \$1,241,876.00 (changed)  
 Total Obligated Amount: \$1,241,876.00 (changed)  
 Period of Performance: 11/13/2007 - 12/31/2008 (changed)

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

15A. NAME AND TITLE OF SIGNER (Type or print) Bruce B. Hrowca V.P.  
 15B. CONTRACTOR/OFFICER (Signature of person authorized to sign)  
 15C. DATE SIGNED 9/10/08  
 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Kala Shankar Contracting Officer  
 16B. UNITED STATES OF AMERICA BY Kala Shankar (Signature of Contracting Officer)  
 16C. DATE SIGNED 9/10/08

The purpose of this modification is to (1) increase the task order ceiling by \$56,044; (2) to incorporate the revised task order Statement of Work; (3) extend the period of performance from November 12, 2008 to December 31, 2008 and (4) provide incremental funds in the amount of \$56,044. Accordingly, the subject task order is modified as follows:

Refer to page 2 of 2 under the base Task Order 02, paragraph 2 and 3 are hereby deleted in their entirety and replaced with the following:

“Task Order No. 02 shall be in effect from November 13, 2007 through December 31, 2008, with a cost ceiling of \$1,241,876.00. The amount of \$1,164,028.00 represents the estimated reimbursable costs, and the amount of \$77,848.00 represents the fixed fee.”

“The amount obligated by the Government with respect to this task order is \$1,241,876.00, of which \$1,164,028.00 represents the estimated reimbursable costs, and the amount of \$77,848.00 represents the fixed fee.”

A summary of obligations for this contract, from award date through the date of this action, is given below:

Total FY08 Obligation Amount:	\$1,241,876.00
Cumulative Total of NRC Obligations:	\$1,241,876.00

\*\*\*\*ALL OTHER TERMS AND CONDITIONS OF THE SUBJECT TASK ORDER  
REMAIN UNCHANGED\*\*\*\*

## TASK ORDER STATEMENT OF WORK

JCN J-5636	Contractor ISL	Task Order No. 2 (modification 4)
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)		
Richard Daniel	301-415-6319	richard.daniel@nrc.gov
NRC Technical Monitor (TM)		
Omid Tabatabai	301-415-6616	oty@nrc.gov
NRC Safety/Environmental Project Manager (PM)		
N/A		

### 1.0 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).

## **2.0 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 (*ConE-OpE*). These tasks include:

- Short-term analyses of diverse *ConE/OpE* sources for trends and insights,
- Short-term detailed, independent evaluations of complex *ConE-OpE* issues to determine safety significance and generic applicability,
- Production of periodic *ConE-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 *ConE-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.

**3.0 WORK REQUIREMENTS, SCHEDULE AND DELIVERABLES**

<b>Tasks/Standards</b>	<b>Scheduled Completion</b>	<b>Deliverables</b>
<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>
<p>2. 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>	<p>* 1 week after authorization of work</p>	<p>Project Plan and Schedule</p>
<p>3. 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>	<p>* 2 weeks after authorization of work</p>	<p>Program Development, TBD</p>

<b>Tasks/Standards</b>	<b>Scheduled Completion</b>	<b>Deliverables</b>
<p>4. 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>	<p>* 6 weeks after authorization of work.</p>	<p>Draft Submittal</p>
<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>

Tasks/Standards	Scheduled Completion	Deliverables
<p>7. REQUIREMENT: Assist the Safety Culture Pilot Team, NRC Program Office management, and Region II management in developing future (pilot) inspection and enforcement guidance for new reactor construction inspectors by developing Temporary Instructions (TIs), to guide inspectors, that explicitly apply safety culture components within the current inspection and enforcement program at pilot fuel cycle facilities. In addition, develop a training lesson plan for TI implementation to be administered to the inspection staff. The task shall start by September 15, 2008 and complete no later than December 31, 2008.</p> <p>STANDARD: Inspection guidance that meets Temporary Instruction (TI) format and content as approved by NRC staff. Training lesson plan format that meets</p>	<p>16 weeks (to begin 09/15/2008 and complete by 12/31/2008)</p>	<p>Temporary Instruction or similar Guidance Document</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.

#### **4.0 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
- Reactor Construction: management and inspection methods and techniques, including familiarization with the NRC's safety culture program

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.

## **5.0 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 20<sup>th</sup> 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 15<sup>th</sup> 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.: J-5636; Task Order No.: 2 (mod).

## **6.0 MEETINGS AND TRAVEL**

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

*Five 1-person, 1-day working meeting at NRC headquarters to review deliverables.\**

*Two 2-person, 2-day working meeting at NRC Region-II offices in Atlanta, GA.*

*Two 2-person, 2-day working meeting at NRC Region-II offices in Atlanta, GA (subtask 7).*

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.

## **7.0 NRC FURNISHED MATERIAL**

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

## **8.0 PERIOD OF PERFORMANCE**

The period of performance is from November 13, 2007 through December 31, 2008.

## **9.0. 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.