

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 2

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

BPA NO.

1. DATE OF ORDER <i>1/14/2010</i>		2. CONTRACT NO. (if any) NRC-42-07-036		6. SHIP TO:		
3. ORDER NO. 0065		MODIFICATION NO.		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission		
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Jeffrey R. Mitchell, 301-492-3639 Mail Stop T-7-1-2 Washington, DC 20555		4. REQUISITION/REFERENCE NO. 42-07-036T065 FFS: 09-7-036-65-160		b. STREET ADDRESS Attn: Richard Daniel Mail Stop: T6-C34		
7. TO:		c. CITY Washington		d. STATE DC	e. ZIP CODE 20555	
a. NAME OF CONTRACTOR INFORMATION SYSTEMS LABORATORIES, INC ISL		b. COMPANY NAME ATTN: DR. JAMES F. MEYER		f. SHIP VIA		
c. STREET ADDRESS 11140 ROCKVILLE PIKE, SUITE 500		d. CITY ROCKVILLE		e. STATE MD	f. ZIP CODE 20852	
9. ACCOUNTING AND APPROPRIATION DATA B&R: 925-15-171-111; JC: Q4160; BOC 252A; 31X0200.925 Obligate: \$66,069.00 Contractor DUNS: 107928806		10. REQUISITIONING OFFICE NRO		8. TYPE OF ORDER <input type="checkbox"/> a. PURCHASE <input checked="" type="checkbox"/> b. DELIVERY		
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <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		12. F.O.B. POINT Destination		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 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.		
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.65 under Contract No. NRC-42-07-036 Title: "AP1000 DCD Amendment- Technical Assistance in SER Production Work" Period of Performance: 01/16/2009 - 01/31/2011 Estimated Reimbursable Cost: \$62,402.00 Fixed Fee: \$3,667.00 Total Cost Plus Fixed Fee: \$66,069.00 Funds in the amount of \$66,069.00 is provided. See Continuation Pages					

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-7-1-2						17(i) GRAND TOTAL
b. STREET ADDRESS (or P.O. Box) Attn: (NRC-42-07-036 Task Order No.65)						
c. CITY Washington		d. STATE DC	e. ZIP CODE 20555			

22. UNITED STATES OF AMERICA BY Signature <i>Jeffrey R. Mitchell</i>	23. NAME (Typed) Jeffrey R. Mitchell Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER
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In accordance with Section G.4, Task Order Procedures, of Contract No. NRC-42-07-036, this definitizes Task Order No. 65. The effort shall be performed in accordance with the attached Statement of Work.

Task Order No. 65 shall be in effect from January 16, 2009 through January 31, 2011, with a cost ceiling of \$66,069.00. The amount of \$62,402.00 represents the estimated reimbursable costs, and the amount of \$3,667.00 represents the fixed fee.

The amount obligated by the Government with respect to this task order is \$66,069.00, of which \$62,402.00 represents the estimated reimbursable costs, and the amount of \$3,667.00 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: Richard Daniel
Project Officer
301-415-6319

Contractual Matters: Jeffrey R. Mitchell
Contract Specialist
301-492-3639

Acceptance of Task Order No. 65 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

V.P.
TITLE

1/14/09
DATE

TASK ORDER STATEMENT OF WORK

JCN Q-4160	Contractor Information Systems Laboratories, Inc.	Task Order No. NRC-42-07-036 (TO 65)
Applicant Westinghouse	Design/Site AP1000 DCD	Docket No. 05200006
Title/Description AP1000 DCD Amendment- Technical Assistance in SER Production Work		
TAC No. RX0603	B&R Number 925-15-171-103	SRP or ESRP Section(s) 1 through 19
NRC Task Order Project Officer (PO)		
Richard Daniel	301-415-6319	Richard.Daniel @nrc.gov
NRC Technical Monitor (TM)		
Brian Hughes	301-415-6582	Brian.Hughes@nrc.gov

1.0 BACKGROUND

On 26 May, 2007, Westinghouse submitted Revision 16 to the AP1000 Design Control Document (DCD) to amend the AP1000 Design Certification pursuant to Part 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." Following acceptance and docketing of this revision, the staff began the review process and is working to produce a Safety Evaluation Report with Open Items (SER/OI). Since the review began, an additional revision to the AP1000 DCD has been submitted by Westinghouse.

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. 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 integrate the staff technical inputs into the Safety Evaluation Reports (SER) format. The deliverables from the contractor will be the completed and technically edited, formatted draft SER with open items, draft advanced final, and draft final SER to be utilized by the NRC staff for documenting the results of the staff review of the DCD amendments. Specifically, technical assistance is required to incorporate references and input staff's SER.

3.0 WORK REQUIREMENTS, SCHEDULE AND DELIVERABLES

Tasks/Standards	Scheduled Completion	Deliverables
1. Develop Project Plan including configuration and quality control. Develop tentative schedule for deliverables based on review phase milestones contained within the project specific schedule in EPM.	Four Weeks after award of Task Order.	Project Plan and tentative schedule
2. REQUIREMENT: Phase 2A input from about 13 of 19 chapters (e.g., technical evaluation, RAI responses and conclusions) incorporated into a draft SER with open items edited, formatted and revised based on the 10/7/2008 AP1000 Reviewer's Guide (located in Share Point under Tool 12) and NUREG 1793.	Each Chapter Draft SER shall be completed within two weeks after final Chapter input by NRC provided to contractor.	Draft SER with open items.
3. REQUIREMENT: Phase 2B input from remaining 6 chapters (e.g., technical evaluation, RAI responses and conclusions) incorporated into draft SER with open items edited, formatted and revised based on the 10/7/2008 AP1000 Reviewer's Guide (located in Share Point under Tool 12) and NUREG 1793.	Each Chapter Draft SER shall be completed within two weeks after final Chapter input by NRC provided to contractor.	Updated Draft SER with open items
4. REQUIREMENT: Phase 2A & 2B: Appendices as in NUREG 1793 and list of open items by Chapter (to be incorporated into SER with open items Chapter 1).	Two weeks prior to completion of each SER Chapter.	Included in Item 3, above.
5. REQUIREMENT: Phase 4 Advanced SER input (e.g., responses to open items and confirmatory items) incorporated into a draft advanced final SER.	Two weeks after final Chapter input by NRC provided to contractor.	Draft Advanced Final SER
6. REQUIREMENT: Phase 6 Final SER input as provided by technical staff incorporated into draft final SER. Include updated appendices.	Two weeks after final Chapter input by NRC provided to contractor	Draft Final SER
* These Work Schedules are subject to change by the NRC Contracting Officer (CO) to support the needs of the NRC Licensing Program Plan.		

The Technical Monitor may issue technical instruction from time to time throughout the duration of this task order. Technical instructions must be within the general statement of work delineated in the task order and shall not constitute new assignments of work or changes of such a nature as to justify an adjustment in cost or period of performance. The contractor shall refer to Section G.1 of the base contract for further information and guidance on any technical directions issued under this task order.

Any modifications to the scope of work, cost or period of performance of this task order must be issued by the CO and will be coordinated with the NRO Project Officer.

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: As a minimum, qualified personnel to perform technical evaluations, proficient in MS word formatting features and technical editing.

The contractor shall pursue IT2 clearance for access to NRC network, specifically ADAMS.

The contractor shall provide a contractor project manager (PM), with the required educational background and work experience to meet the objectives of the work specified in this task order, 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

Task Order Progress Report

The contractor shall provide a bi-weekly progress report summarizing accomplishments, expenditures, contractor staff hours expended, percent completed for each task under this task order, and any problems encountered by the contractor. Additionally a matrix should be added that includes all sections received, reviewed (redlined) and sent back to the NRC. The report shall be sent via e-mail to the NRC TM, Task Order Project Officer (PO), CO and to a pre-designated NRC/NRO/DNRL AP1000 Projects Licensing Assistant whom will monitor correspondence for this project. Please refer to Section F of the basic contract award document for contract reporting requirements.

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 MS Word including Style, Formatting and Technical Editing or other word processing software approved by the TM. For each deliverable, the contractor shall provide an electronic copy to the PM. 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 not Westinghouse, to discuss open items in an attempt to obtain additional information or reach resolution.

The primary deliverables, or output of this regulatory review, shall be the updated and properly formatted draft Safety Evaluation Reports (SERs). The draft SERs will serve as input to the NRC staff's SERs which will document the NRC's technical, safety, and legal basis for approving the design certification amendment. The draft SERs must provide sufficient information to adequately explain the NRC staff's rationale for why there is *reasonable assurance* that public health and safety is protected. The draft SERs, and ultimately the SERs, should be written in a manner whereby a person with a technical (non-nuclear) background and unfamiliar with the applicant's request could understand the basis for the staff's conclusions. The draft SERs format is described in the 10/7/2008 AP1000 Reviewer's Guide (Attachment 2) and the overall SER format and layout are represented in NUREG 1793.

The contractor is responsible for structuring the draft SERs format to follow Federal and agency standards for publications. The current agency word processing standard is Microsoft Word. The contractor must use the latest agency-designated version of this agency standard. The word processing source file and electronic "print" file in Portable Document Format (PDF) should be automated, structured, and reusable (i.e. apply templates, contain automatic bookmarks, and have "live" Web links). The contractor must consider long-term use and revision when establishing styles. This will be evidenced by styles that are constructed for ease of use and that apply automated functions. The contractor must provide a style sheet itemizing the specifications for each style or tag applied in the word processing program. For example, the style sheet will note the name of the style, formatting details, and the specific functions of and use for each style.

At the completion of Task 3, submit current appendices (task 4) as contained in NUREG 1793. Include a separate list of the remaining open items and the basis for such determination. At the completion of task 6, include updates to the appendices.

Electronic files should be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in b&w if any color is used; any information conveyed with color is conveyed equally well when color is not available
2. Archival: generate PDF using PDF/A format, an international standard for archival PDFs; embed fonts; update/delete metadata
3. Print-ready: min. 600 dpi (1200 dpi recommended) for high-quality, professional printing;

include print disclaimers for any scanned or pixelated images; the PDF should be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757)

The schedule for deliverables shall be contained in the approved project plan for the task order effort.

In all correspondence, include identifying information: JCN Q4160; Technical Assignment Control No. (TAC), RX0603; Task Order 65; Applicant: Westinghouse.

Reporting requirements are also specified in Section 3.

6.0 MEETINGS AND TRAVEL

- a. One person, one day working meeting to kickoff project and contractor orientation.*
- b. One person, one day working meetings at NRC headquarters to review deliverables*

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

7.0 NRC FURNISHED MATERIAL

The following NRC furnished materials will be provided to the contractor together with SOW:

- a. CD-ROM containing Staff SER input by SRP Sections.
- b. The AP1000 Reviewer's Guide - 10/7/2008.

The following NRC furnished materials will be provided to the contractor as they become available:

- a. CD-ROM containing Staff SER input by SRP Sections and/or SER input updates.

8.0 PERIOD OF PERFORMANCE

The period of performance is from January 16, 2009 through January 31, 2011.

9.0. OTHER APPLICABLE INFORMATION

- a. License Fee Recovery

All work under this task order is fee recoverable and must be charged to the appropriate TAC number(s).

- b. Assumptions and Understandings:

The level of effort for Task 2 is based assumption that there are expected to be 13 "early" chapters and it will take, on the average, 12 hours to integrate, format, edit each chapter

The level of effort for Task 3 is based on the assumption that this task will be approximately 50% the effort of Task 2 as the remaining chapters are expected to number 6 but some "clean-up work" may be needed.

The level of effort for Task 4 is based on the assumption that assembling appendices is an administrative effort.

The level of effort for Task 5 is based on the assumption that this task will be approximately 25% the effort of Task 2 as the scope is limited to additional content based on responses to open items and other supplemental information.

The level of effort for Task 6 is based on the assumption that this task will be approximately 10% the effort of Task 2 as the scope is limited to limited additional content and other supplemental information.

Web-enabled (electronic): bookmarks for navigation (generated by MS Word with the heading styles applied); live links to Web sites (entire URL must be active); meet NRC Web publication standards; enabled for Fast Web view; match agency wide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>)

Specifically, the MS Word file should use—

1. styles
2. automated formatting (no manually tabbed columns)
3. linked bookmarks or anchors for the table of contents or other document guides that jump to specific sections of the text
4. headers and other structural markup
5. abbreviation list
6. list and link figures, equations, tables, etc.
7. formatted tables with simple columns (do not nest tables, mark column headers if possible)
8. embedded fonts and objects

Suggestions for file names—

1. Use ASCII letters (a-z, A-Z), digits (0-9), underscores and hyphens ("_" and "-").
2. Do not use spaces, quotation marks, diacritic marks or other special/non-printing characters.
3. Reserve the period (".", full stop) for the file extension at the end of the filename.

In addition to general document quality standards, the contractor should meet the standards in—

1. U.S. Government Printing Office (GPO) Style Manual
2. NUREG-0650, Rev. 2, "Preparing NUREG-series Publications"
3. NUREG-1379, "NRC Editorial Style Guide"
4. NUREG-0544, "NRC Collection of Abbreviations," Rev. 4 July 1998
5. www.plainlanguage.gov
6. Section 508 of the Rehabilitation Act

Attachment:

AP1000 Reviewers' Guide