

ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES
1 38

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

BPA NO.

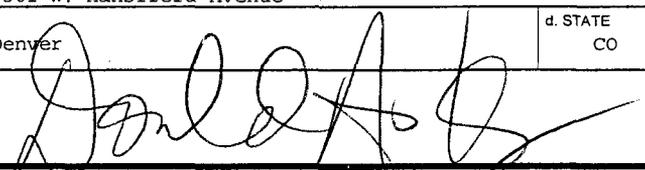
1. DATE OF ORDER 9/30/2009		2. CONTRACT NO. (If any) GS23F0071R		6. SHIP TO:	
3. ORDER NO. NRC-DR-03-09-090		MODIFICATION NO.		a. NAME OF CONSIGNEE U.S. Nuclear Regulatory Commission	
5. ISSUING OFFICE (Address correspondence to) U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Jeffrey R. Mitchell, 301-492-3639 Mail Stop: TWB-01-B10M Washington, DC 20555		4. REQUISITION/REFERENCE NO. 03-09-090 NRR-09-128		b. STREET ADDRESS Attn: Rick Daniel Mail Stop: T9-F29 11545 Rockville Pike	
7. TO:		c. CITY Rockville		d. STATE MD	e. ZIP CODE 20852
a. NAME OF CONTRACTOR IAN, EVAN & ALEXANDER CORPORATION IEA		b. COMPANY NAME		f. SHIP VIA	
c. STREET ADDRESS 6710 OXON HILL RD FL 5		d. CITY OXON HILL		e. STATE MD	f. ZIP CODE 207451117
9. ACCOUNTING AND APPROPRIATION DATA 920-15-112-130 J4381 252A 31x0200 Obligate \$10,000.00 Contractors DUNS: 102242844		10. REQUISITIONING OFFICE NRR		8. TYPE OF ORDER <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 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.	
11. BUSINESS CLASSIFICATION (Check appropriate box(es)) <input type="checkbox"/> a. SMALL <input 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	
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 N/A	

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)
	<p>The U.S. Nuclear Regulatory Commission (NRC) hereby issues this Delivery Order entitled "Assistance for License Supplemental Environmental Impact Statement And Safety Evaluation Report" to Ian, Evan & Alexander Corporation per the attached Statement of Work and additional terms and conditions not specified under the Federal Supply Schedule GS-23F-0071R Contract.</p> <p>ORCA.GOV online reps and certs incorporated by reference.</p> <p>Attachment No.1 Fixed Price Billing Instructions</p>					

18. SHIPPING POINT		19. GROSS SHIPPING WEIGHT		20. INVOICE NO.		17(h) TOTAL (Cont. pages)							
21. MAIL INVOICE TO:													
SEE BILLING INSTRUCTIONS ON REVERSE						\$770,979.18	17(i) GRAND TOTAL						
								a. NAME Department of Interior / NBC NRCPayments@nbc.gov					
								b. STREET ADDRESS (or P.O. Box) Attn: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue					
c. CITY Denver		d. STATE CO		e. ZIP CODE 80235-2230									

22. UNITED STATES OF AMERICA BY (Signature)



23. NAME (Typed)
Donald A. King
Contracting Officer
TITLE: CONTRACTING/ORDERING OFFICER

AUTHORIZED FOR LOCAL REPRODUCTION PREVIOUS EDITIONS NOT USABLE
TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

OCT 02 2009

OPTIONAL FORM NO. 34 (REV. 4/2006) PRESENTED BY GSA/FAR 48 CFR 53.213(f)
ADM002

TASK ORDER TERMS AND CONDITIONS

NOT SPECIFIED IN THE CONTRACT

A.1 PRICE/COST SCHEDULE

1) DELIVERY ORDER SCHEDULE

CLIN	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	UNIT	EST. TOTAL
001	TASK 1: ORIENTATION			LOT	
002	TASK 2: DEVELOPMENT OF THE SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT TEMPLATE			EACH	
003	TASK 3: DEVELOPMENT OF THE SAFETY EVALUATION REPORT FRAMEWORK			EACH	
004	TASK 4: DRAFT SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT			EACH	
005	TASK 5: SAFETY EVALUATION REPORT WITH OPEN ITEMS			EACH	
006	TASK 6: FINAL SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT (FSEIS)			EACH	
007	TASK 7: FINAL SAFETY EVALUATION REPORT			EACH	
008	TASK 9: MONTHLY STATUS REPORT			EACH	
ESTIMATED DELIVERY ORDER TOTAL					\$687,464.08

2) TASK ORDER SCHEDULE

CLIN	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	UNIT	EST. TOTAL
009	TASK 8: RELATED SUPPORT				
009A	PROJECT MANAGER			HOUR	
009B	TECHNICAL EDITOR SUPPORT			HOUR	
009C	DOCUMENT SPECIALIST SUPPORT			HOUR	
ESTIMATED TASK ORDER CEILING					\$51,515.10

3) TRAVEL

TRAVEL		Total Estimated Costs
Category		
010	Travel (Cost Reimbursable) The government will pay up to the rates specified in the Government Federal Travel Regulations (FTR) for travel destination. NO PAYMENT WILL BE MADE WITHOUT BACKUP DOCUMENTATION/RECEIPTS. *All travel must be approved in advance by the NRC Project Officer.*	\$32,000.00
TRAVEL TOTAL		\$32,000.00

GRAND TOTAL	\$770,979.18
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A.2 CONSIDERATION AND OBLIGATION--DELIVERY ORDERS (JUN 1988)

This clause applies to CLINs 001 through 008 and 010 where fixed price delivery orders are issued by the NRC Project Officer.

(a) The total estimated amount of this contract (ceiling) for the products/services ordered, delivered, and accepted under this contract is \$719,464.08. The Contracting Officer may unilaterally increase this amount as necessary for orders to be placed with the contractor during the contract period provided such orders are within any maximum ordering limitation prescribed under this contract.

(b) The amount presently obligated with respect to this contract is \$10,000.00. The Contracting Officer may issue orders for work up to the amount presently obligated. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this contract. The obligated amount shall, at no time, exceed the contract ceiling as specified in paragraph a above. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this contract. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk.

A.3 CONSIDERATION AND OBLIGATION--TASK ORDERS (AUG 1989)

This clause applies to CLIN 009 where task orders are negotiated and issued by the NRC Contracting Officer

(a) The total estimated amount of this contract (ceiling) for the products/services ordered, delivered, and accepted under this contract is \$51,515.10. The Contracting Officer may unilaterally increase this amount as necessary for orders to be placed with the contractor during the contract period provided such orders are within any maximum ordering limitation prescribed under this contract.

(b) The Contracting Officer will obligate funds on each task order issued.

(c) A total estimated cost as well as any fee, if any, will be negotiated for each task order and will be incorporated as a ceiling in the resultant task order. The Contractor shall comply with the provisions of 52.232-20 - Limitation of Cost for fully funded task orders and 52.232-22 - Limitation of Funds for incrementally funded task orders, issued hereunder.

A.4 DURATION OF CONTRACT PERIOD (MAR 1987)

This contract shall commence on October 1, 2009 and will expire September 30, 2013.

A.5 STATEMENT OF WORK

1. BACKGROUND

Based on the Atomic Energy Act, the U.S. Nuclear Regulatory Commission (NRC) issues licenses for commercial nuclear power reactors to operate for up to 40 years and allows these licenses to be renewed for another 20 years. The license renewal environmental and safety requirements are published as 10 CFR Part 51 and 10 CFR Part 54, respectively. The NRC has published regulatory guidance for the NRC staff (the staff) to follow when reviewing applications to address radiological and non-radiological environmental issues titled the "Environmental Standard Review Plan" (ESRP, NUREG-1555, March 2000) to ensure conformance with its review process and to share the process with stakeholders. The NRC has also published regulatory guidance for the staff to follow when reviewing applications to address safety issues titled the "Standard Review Plan for

Review of License Renewal Applications for Nuclear Power Plants” (SRP-LR, NUREG-1800, September 2005) to ensure the quality and uniformity of staff reviews and to share the process with stakeholders.

The NRC has established a challenging review schedule. The staff documents its support for the final related regulatory decisions in two NUREG-series publications: Supplemental Environmental Impact Statements (SEISs) and Safety Evaluation Reports (SERs). For each license renewal application (LRA) and environmental report (ER) received from an applicant for license renewal, the staff publishes one draft SEIS (DSEIS), one final SEIS (FSEIS), one SER with open items, and one final SER.

The SEIS documents the staff's review of the ER and plant-specific environmental analysis, which considers and weighs the environmental impacts of the proposed action, the environmental impacts of alternatives to the proposed action, and mitigation measures available for reducing or avoiding adverse impacts. NRC publishes the SEIS as a supplement to NUREG-1437, “Generic Environmental Impact Statement for License Renewal of Nuclear Plants,” Volumes 1 and 2, which, for certain environmental impacts, establishes findings applicable to all nuclear power plants. The SEISs range from 400 – 1,000 pages and are typically about 500 pages in length.

The SER documents the results of the staff's safety review of the LRA and describes the technical details considered in evaluating the safety aspects of the proposed extended operation. The SERs range from 600 – 950 pages and are typically about 800 pages in length. The NRC has completed its review of 24 LRAs. The staff is expecting to receive approximately 5 new LRAs per fiscal year.

2. CONTRACT OBJECTIVES

The objective of this contract is to obtain expert document layout, assembly, formatting, and technical editing services to assist the NRC's Office of Nuclear Reactor Regulation, Division of License Renewal (DLR) to prepare SEISs and SERs for specific LRAs.

3. TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

The contractor shall provide a project manager to oversee the efforts and ensure the timely submission of quality deliverables that meet the requirements of the statement of work (SOW). The contractor shall provide a document specialist who will be responsible for administrative support, document layout, assembly, formatting, and production services that shall follow NRC's style guidance and the SOW. The contractor shall provide a technical editor who shall verify the document is in accordance with the NRC's style guidance and SOW and is grammatically correct. The contractor personnel shall also have expertise in the use of Microsoft® Office Word 2003 or current NRC designated word processing software, as directed by the Technical Monitor (TM).

The NRC will provide a printed or electronic representation of how the deliverable should appear. The deliverable will include at minimum a word processing source file, an electronic “print” file in Portable Document Format (PDF), and a printed camera-ready document from the PDF file. The contractor is responsible for structuring the deliverable to follow Federal and agency standards for publications. The current agency word processing standard is Microsoft® Office Word 2003. The contractor shall use the latest agency-designated version of this agency standard. The source and PDF files shall be automated structured, and reusable (i.e., applies templates, contain automatic bookmarks, have “live” Web links, contain bookmarks). The contractor shall 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 shall 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. The contractor shall include corrections to meet quality standards as a part of this deliverable.

The contractor shall provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files

that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft ® Office Word 2003 file).

Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available.
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, NRC Form 335, etc. (see NUREG-1757).
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft ® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

Specifically, the Microsoft ® Office Word 2003 file shall 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 shall 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

The contractor shall be responsible for document:

1. Layout
2. Assembly
3. Formatting
4. Version control
5. Producing a production ready document

The contractor is responsible for services to improve the quality, clarity, and consistency of the SEIS and SER. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation

3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations
8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Tasks 4, 5, 6, 7, and 8 shall:

1. Be provided in the NRC-approved version of Microsoft® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator
3. Be delivered "camera ready" on CD-ROM
4. Meet the requirements above of "Electronic files shall be--"
5. Meet the requirements above of "Specifically, the Microsoft® Office Word 2003 file shall use--"
6. Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the SEIS and SER--"

This SOW covers multiple LRAs; therefore, overlapping of activities is expected. This also includes overlapping of Tasks for each LRA. For each LRA, work performed for Task 2 and 3; Task 4 and 5; and Task 6 and 7 may be performed simultaneously. The contractor shall provide a staffing plan to assure that all SEIS and SER preparation activities are adequately supported by appropriate technically qualified resources. The contractor shall provide all necessary personnel, equipment, facilities, and materials to accomplish the efforts under this contract.

It is the responsibility of the contractor to assign appropriate staff, subcontractors, and/or specialists who have the required educational background, experience, or combination thereof to meet both the technical and regulatory objectives of the work specified in SOW. The NRC will rely on representations made by the contractor concerning the qualifications of the personnel assigned to this contract including assurance that all information contained in the technical and cost proposal, including resumes, is accurate and truthful.

The use of particular personnel on this project is subject to the NRC TM's approval. This includes proposed changes to key personnel during the life of the project.

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 subcontract effort. Conflict of interest considerations shall apply to any subcontracted effort.

4. WORK REQUIREMENTS AND SCHEDULE

The contractor shall prepare SERs and SEISs in accordance with NRC Management Directive (MD) 3.7, "NUREG-Series Publications," the DLR SEIS and SER format and framework for a minimum of four (4) and **no more than** eight (8) nuclear power plant LRAs. The format and content of the deliverables shall be consistent with NUREG-0650, Revision 2, "Publishing Documents in the NUREG Series" and NUREG-1379, "NRC Editorial Style Guide," and follow Section 2.6.1 "NRC's Plain Language and Editorial Guidelines" of MD 3.7.

The actual SEIS and SER assignments (Tasks 2-8) will be made by the NRC Contracting Officer (CO) or the NRC Project Officer (PO) through issuance of delivery orders/task orders. The PO/TM will provide the contractor with the LRA, SEIS template, SER framework, and (if available) technical input required to prepare

the SEIS and SER, at issuance of the delivery order. For a small number of initial delivery orders, the SEIS and SER framework may already contain portions of the technical information received to date. Since this SOW covers multiple applications, overlapping of LRA activities is expected. This also includes overlapping of Tasks for each LRA. For each LRA, work performed for Task 2 and 3; Task 4 and 5; and Task 6 and 7 may be performed simultaneously.

A list of anticipated LRAs and their receipt dates is located at:

<http://www.nrc.gov/reactors/operating/licensing/renewal/applications.html>

The contractor will, in response to each delivery order, submit a staffing plan and schedule for deliverables within 5 days of receipt of the delivery order, unless otherwise directed by the PO/TM. Upon acceptance of the staffing plan and schedule for deliverables, the CO or PO will provide written approval to commence with the delivery order.

Prior to initiation of the base contract, the contractor shall provide a staffing plan that specifically reflects services to be provided and a quality control plan. The quality control plan shall outline the procedures and system the contractor will use for document version 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 SEIS and SER. The contractor shall also provide resumes for staff proposed to work under this contract.

The standard scope of work for each SEIS and SER preparation is described in the following Tasks. Tasks 2, 4, and 6 are related and focus on the successful completion of the SEIS. Tasks 3, 5, and 7 are related and focus on the successful completion of the SER.

Task 1. Orientation

The contractor team shall attend a one-time, two day orientation at the NRC headquarters (or at the contractor's office) and be prepared to discuss the NRC's license renewal process for completing safety and environmental reviews; and the format of the SEIS and SER. This project orientation session may be held in conjunction with the contract kick-off meeting and will discuss the business practice of working for NRC on safety and environmental reviews.

If necessary, the contractor shall attend and observe NRC scheduled events for other LRA projects, possibly including writing sessions at the direction of the TM as part of the orientation effort.

Task 2. Development of the Supplemental Environmental Impact Statement Template

For each application as identified by delivery order, the contractor shall review the plant specific ER from the LRA and organize the framework necessary for the SEIS. The TM will provide an electronic version of the plant specific SEIS template in a word processing source file for contractor modification and use. The contractor shall become familiar with the SEIS framework. The contractor shall modify and/or convert the SEIS template, as needed, to ensure the SEIS template is in Microsoft® Office Word 2003 and uses:

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. SEIS specific 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

The deliverable is a plant specific SEIS template. Schedule of completion of Task 2 will be mutually agreed upon, but shall be no later than two (2) months from the NRC's receipt date of the LRA. The TM will provide comments to the contractor, as needed. The contractor shall revise the plant specific SEIS template and provide the revised SEIS template to the TM no later than two (2) weeks from receiving the comments.

Task 3. Development of the Safety Evaluation Report Framework

For each application as identified by delivery order, the contractor shall review the plant specific LRA and organize the framework necessary for the SER. The TM will provide an electronic version of the SER framework in a word processing source file for contractor modification and use. The contractor shall become familiar with the SER framework. The contractor shall modify and/or convert the SER framework, as needed, to ensure the SER template is in Microsoft® Office Word 2003 and uses:

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. SER specific 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

The deliverable is a plant specific SER framework. Schedule of completion of Task 3 will be mutually agreed upon, but shall be no later than three (3) months from the NRC's receipt date of the LRA. The TM will provide comments to the contractor, as needed. The contractor shall revise the plant specific SER framework and provide the revised SER framework to the TM no later than two (2) weeks from receiving the comments.

Task 4. Draft Supplemental Environmental Impact Statement

For each application as identified by delivery order, the contractor shall incorporate specific technical environmental evaluation input and additional information as provided by the TM into the DSEIS framework. The contractor shall, as necessary, insert placeholders for certain future technical evaluation input and additional information not yet available, as identified by the TM. The contractor shall also update the appendices in the DSEIS with plant specific information. The contractor shall provide the necessary technical editor review of the DSEIS to ensure the document is complete and meets the NRC publication requirements. The technical editor review shall focus on changes to the DSEIS compared with the DSEIS template prepared under Task 2. Recommended technical editorial changes to the specific technical environmental evaluation input and additional information shall be provided to the TM in a track changes format for review before incorporation into the DSEIS. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the TM will provide comments on the DSEIS to the contractor in numerous batches, requiring turnaround within one work day in certain cases, as directed by the TM. The contractor shall revise the DSEIS based on comments from the TM and submit a final DSEIS. The schedule for completing Task 4 will be mutually agreed upon, but shall be no later than nine (9) months from the NRC's receipt date of the LRA.

The contractor shall ensure the DSEIS is in Microsoft® Office Word 2003 and the file shall 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. DSEIS specific 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

The deliverable is a cover-to-cover plant-specific DSEIS based on technical and administrative information in the LRA and supplemental information in accordance with the provided SEIS template. The contractor shall also provide the necessary review of the DSEIS to ensure that it meets the NRC publication requirements for a NUREG-series report. If necessary, the DSEIS will contain place holders for certain future technical evaluation input and additional information as identified by the TM. The NRC will review the DSEIS and provide comments to the contractor. The contractor shall revise and provide the final DSEIS based on comments from the TM by a mutually agreed upon date, but shall be no later than nine (9) months from the NRC's receipt date of the LRA.

For the Task 4 deliverable, the contractor will provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft® Office Word 2003 file).

Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757)
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

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 shall 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

The contractor is responsible for services to improve the quality, clarity, and consistency of the DSEIS. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation
3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations

8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Task 4 shall:

1. Be provided in the NRC-approved version of Microsoft® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator
3. Be delivered "camera ready" on CD-ROM
4. Meet the requirements above of "The contractor shall ensure the DSEIS is in Microsoft® Office Word 2003 and the file shall use--"
5. Meet the requirements above of "Electronic files shall be--"
6. Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the DSEIS--"

Prior to providing the TM with a final copy of the deliverable for Task 4, the contractor shall perform a quality assurance review of the DSEIS to ensure the requirements previously stated in this task are met.

Task 5. Safety Evaluation Report with Open Items

For each application as identified by delivery order, the contractor shall incorporate specific technical safety evaluation input and additional information as provided by the TM into the SER framework. The contractor shall also organize and document the Open and Confirmatory items of the SER based on the technical evaluation input provided by the TM. The Open and Confirmatory items are typically in Section 1.5 and 1.6, respectively, of the SER. The contractor shall also update the appendices in the SER with open items. The contractor shall provide the necessary technical editor review of the SER with open items to ensure the document is complete and meets the NRC publication requirements. The technical editor review shall focus on changes to the SER with open items compared with the SER framework prepared under Task 3.

Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the TM in a track changes format for review before incorporation into the SER with open items. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the TM will provide comments on the SER with open items to the contractor in numerous batches, requiring turnaround within one work day in certain cases, as directed by the TM. The contractor shall revise the SER with open items based on comments from the TM and submit a final SER with open items. The schedule for completing Task 5 will be mutually agreed upon, but shall be no later than eleven (11) months from the NRC's receipt date of the LRA.

The contractor shall ensure the SER with open items is in Microsoft® Office Word 2003 and the file shall 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. SER specific 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

The deliverable is a cover-to-cover plant-specific SER with open items based on technical and administrative information in the LRA and supplemental information in accordance with the provided SER framework. The

contractor shall also provide the necessary review of the SER to ensure that it meets the NRC publication requirements for a NUREG-series report. The NRC will review the SER with open items and provide comments to the contractor. The contractor shall revise and provide the SER with place holders, as needed, based on comments from the TM by a mutually agreed upon date, but shall be no later than eleven (11) months from the NRC's receipt date of the LRA.

For the Task 5 deliverable, the contractor will provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft® Office Word 2003 file).

Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available.
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757).
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

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 shall 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

The contractor is responsible for services to improve the quality, clarity, and consistency of the SER with open items. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation
3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations
8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Task 5 shall:

1. Be provided in the NRC-approved version of Microsoft ® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator
3. Be delivered "camera ready" on CD-ROM
4. Meet the requirements above of "The contractor shall ensure the SER with open items is in Microsoft ® Office Word 2003 and the file shall use--"
5. Meet the requirements above of "Electronic files shall be--"
6. Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the SER with open items--"

Prior to providing the TM with a final copy of the deliverable for Task 5, the contractor shall perform a quality assurance review of the SER with open items to ensure the requirements previously stated in this task are met.

Task 6. Final Supplemental Environmental Impact Statement (FSEIS)

Task 6 is based on the deliverable from Task 4. For each application as identified by delivery order, the contractor shall incorporate specific technical evaluation input as provided by the TM to fill any placeholders in the DSEIS that were prepared under Task 4. The contractor shall also revise the FSEIS based on additional information as provided by the TM. The contractor shall also revise and update the appendices in the FSEIS, as needed. The contractor shall provide the necessary technical editor review of the FSEIS to ensure the document is complete and meets the NRC publication requirements. The technical editor review shall focus on changes to the FSEIS compared with the DSEIS prepared under Task 4. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the TM in a track changes format for review before incorporation into the FSEIS. Then, the contractor shall provide a track changes version, comparing the differences between the FSEIS (Task 6) and the DSEIS (Task 4), to the TM for NRC review. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the TM will provide comments on this FSEIS to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the TM. The contractor shall revise the FSEIS based on comments from the TM and submit a final FSEIS that is camera ready for NUREG publications. The schedule for completing Task 6 will be mutually agreed upon, but shall be no later than fifteen (15) months from the NRC's receipt date of the LRA.

The contractor shall ensure the FSEIS is in Microsoft ® Office Word 2003 and the file shall 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. FSEIS specific 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

The deliverable is a cover-to-cover plant-specific FSEIS based on technical and administrative information in the ER of the LRA and supplemental information, as provided by the TM. The final deliverable of the FSEIS shall also include change bars for technical changes made between the DSEIS and FSEIS version. The contractor shall also provide the necessary review of the FSEIS to ensure that it meets the NRC publication requirements for a NUREG-series report. The NRC will review the FSEIS and provide comments to the contractor. The contractor shall revise and provide the FSEIS based on comments from the TM by a mutually agreed upon date, but shall be no later than fifteen (15) months from the NRC's receipt date of the LRA.

For the Task 6 deliverable, the contractor will provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft® Office Word 2003 file).

Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757)
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

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 shall 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

The contractor is responsible for services to improve the quality, clarity, and consistency of the FSEIS. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation
3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations
8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Task 6 shall:

1. Be provided in the NRC-approved version of Microsoft® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator

3. Be delivered "camera ready" on CD-ROM
4. Meet the requirements above of "The contractor shall ensure the FSEIS is in Microsoft ® Office Word 2003 and the file shall use--"
5. Meet the requirements above of "Electronic files shall be--"
6. Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the FSEIS--"

Prior to providing the TM with a final copy of the deliverable for Task 6, the contractor shall perform a quality assurance review of the FSEIS to ensure the requirements previously stated in this task are met.

Task 7. Final Safety Evaluation Report

Task 7 is based on the deliverable from Task 5. For each LRA as identified by delivery order, the contractor shall revise the SER with open items based on additional information as provided by the TM. The contractor shall also incorporate specific technical evaluation input as provided by the TM to close the Open and Confirmatory items in the SER with open items that was prepared under Task 5. This task also includes, but is not limited to revising Section 1 of the SER regarding the Open and Confirmatory items (typically Section 1.5 and 1.6, respectively) and updating the appendices in the SER. The contractor shall provide the necessary technical editor review of the SER to ensure the document is complete and meets the NRC publication requirements. The technical editor review shall focus on changes to the SER compared with the SER with open items prepared under Task 5. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the TM in a track changes format for review before incorporation into the SER. Then, the contractor shall provide a track changes version, comparing the differences between the final SER (Task 7) and the SER with open items (Task 5), to the TM for NRC review. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the TM will provide comments on this SER to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the TM. The contractor shall revise the SER based on comments from the TM and submit a final SER that is camera ready for NUREG publications. The schedule for completing Task 7 will be mutually agreed upon, but shall be no later than sixteen (16) months from the NRC's receipt date of the LRA.

The contractor shall ensure the SER is in Microsoft ® Office Word 2003 and the file shall 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. SER specific 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

The deliverable is a cover-to-cover plant-specific SER based on technical and administrative information in the LRA and supplemental information, as provided by the TM. The contractor shall also provide the necessary review of the SER to ensure that it meets the NRC publication requirements for a NUREG-series report. The NRC will review the SER and provide comments to the contractor. The contractor shall revise and provide the SER based on comments from the TM by a mutually agreed upon date, but shall be no later than sixteen (16) months from the NRC's receipt date of the LRA.

For the Task 7 deliverable, the contractor will provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft ® Office Word 2003 file).
Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757)
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

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 shall 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

The contractor is responsible for services to improve the quality, clarity, and consistency of the SER. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation
3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations
8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Task 7 shall:

1. Be provided in the NRC-approved version of Microsoft® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator
3. Be delivered “camera ready” on CD-ROM
4. Meet the requirements above of “The contractor shall ensure the SER is in Microsoft® Office Word 2003 and the file shall use--”
5. Meet the requirements above of “Electronic files shall be--”
6. Meet the requirements above of “The contractor is responsible for services to improve the quality, clarity, and consistency of the SER--”

Prior to providing the TM with a final copy of the deliverable for Task 7, the contractor shall perform a quality assurance review of the SER to ensure the requirements previously stated in this task are met.

Task 8. Related Support

As directed by task order, which shall only be agreed upon by the contractor and the NRC Contracting Officer, the contractor shall provide up to 700 person-hours of related support to assist with producing additional documents, as needed. Examples of additional documents may include: supplements to the final SER, supplements to the FSEIS, errata to the SER, or errata to the FSEIS. The scope of work, resources, and completion time for each document under this task will be agreed upon by the contractor and the NRC Contracting Officer prior to starting the activity.

The contractor shall ensure the deliverable is in Microsoft® Office Word 2003 and the file shall 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. Document specific 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

The deliverable is a cover-to-cover document based on technical and administrative information as provided by the TM. The contractor shall also provide the necessary review of the document to ensure that it meets the NRC publication requirements for the particular document type. The NRC will review the document and provide comments to the contractor. The contractor shall revise and provide the document based on comments from the TM by a mutually agreed upon date.

For the Task 8 deliverable, the contractor will provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications. The print and electronic copies shall match (print the paper copy from the PDF, which is generated from the Microsoft® Office Word 2003 file).

Electronic files shall be—

1. Accessible: comply with Section 508 of the Rehabilitation Act (check the accessibility); accessible to screen readers; high contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available
2. Archival: generate PDF using Adobe Acrobat Professional 8.0 or NRC designated PDF generator and 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 shall be an entire document, including cover, inside cover, title page, Form 335, etc. (see NUREG-1757)
4. Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2003, or current NRC designated word processing software, as directed by the TM, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agencywide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).

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 shall 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

The contractor is responsible for services to improve the quality, clarity, and consistency of the document. The contractor shall also be responsible for:

1. Verifying the message is a coherent and logical flow of ideas
2. Correcting syntax, grammar, spelling, and punctuation
3. Ensuring consistent use of terms, acronyms, abbreviations, and symbols
4. Correcting disagreement of the subject and verb and faulty parallelisms
5. Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
6. Ensuring consistency and accuracy of heading styles, headers, and footers
7. Consistency of equations
8. Consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
9. The accuracy of references and cross-references
10. Verifying references are available to the public
11. Consistency of text, figures, table headings, and section headings with the table of contents
12. Pagination -- verifying page numbers are consistent with the table of contents

The final deliverable document for Task 8 shall:

1. Be provided in the NRC-approved version of Microsoft® Office Word 2003 or NRC designated word processing software, as directed by the TM
2. Be provided in a PDF format generated by Adobe Acrobat Professional 8.0 or NRC designated PDF generator
3. Be delivered "camera ready" on CD-ROM
4. Meet the requirements above of "The contractor shall ensure the SER is in Microsoft® Office Word 2003 and the file shall use--"
5. Meet the requirements above of "Electronic files shall be--"
6. Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the SER--"

Prior to providing the TM with a final copy of the deliverable for Task 8, the contractor shall perform a quality assurance review of the document to ensure the requirements previously stated in this task are met.

Task 9. Monthly Status Report and License Fee Recovery Cost Report

A. Monthly Status Report

The contractor shall provide a monthly status report by the 15th of each month. The report shall provide the technical and financial status of the effort. The contractor shall transmit the report by e-mail to the PO, TM, DLR_RPOBResource@NRC.gov, G. Tharpe, of NRR/PMDA/FMB, and Geraldine Best, from the Office of Chief Financial Officer (OCFO). A hard copy of the report shall be mailed to the NRC Contracting Officer (CO). The format and content requirements for the report are contained in Attachment 2 to this SOW.

The technical status section of the report shall contain a summary of the work performed under each delivery order during the reporting period; milestones reached, or if missed, an explanation why; any problems or delays encountered or anticipated with contractor's recommendations for resolution; and planned work 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 award amount and funds obligated to date; total costs incurred in the reporting period, 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 or task order.

B. License Fee Recovery Cost Status Report

Pursuant to the provisions on fees of 10 CFR Parts 170 and 171, the contractor shall provide the total amount of funds accrued during the period and cumulative to date for each task and delivery 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 Attachment 2.

There should be only one License Fee Recovery Cost Status (LFRCS) table per contract each month. Unit numbers, for example, Nuclear Power Plant X Unit 1 and Nuclear Power Plant X Unit 2, 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: (1) preparatory or startup efforts to interpret and reach agreement on methodology, approach, acceptance criteria, regulatory position, or technical reporting requirements; (2) efforts associated with the lead-plant concept that might be involved during the first one or two plant reviews; (3) meetings and discussions involving the above efforts to provide orientation, background knowledge, or guidance during the course of a program; (4) any technical effort applied to a category of plants; and (5) project management. The format and content requirements for the report are contained in Attachment 2 to this SOW.

5. PERFORMANCE REQUIREMENTS

The deliverables required under this effort shall conform to the standards contained, or referenced, in the SOW. The Performance Requirements Summary (Attachment 1) outlines the performance requirements, deliverables, acceptable standards, surveillance method, and incentives and/or deductions applicable to this effort.

6. MEETINGS AND TRAVEL

The following meeting and travel are anticipated. The travel shown below is an anticipated maximum for the purposes of providing a proposal.

- One (1), 3 or 4-person, two-day trip to the NRC Headquarters in Rockville, Maryland.
- Six to eight, 1-person, 1-hour trips, or the equivalent, to the NRC Headquarters in Rockville, MD each year.
- Bi-weekly, 30 minute teleconferences each year.

7. NRC FURNISHED MATERIALS

The TM will provide the contractor with the LRAs and the SEIS and SER framework. The TM can also provide other applicable background information and reference documentation. For the purpose of providing a proposal, the NRC web site below, contains past and current LRAs and staff SEISs and SERs.

<http://www.nrc.gov/reactors/operating/licensing/renewal/applications.html#plant>

The following NUREG reports related to this effort are available through the NRC Agencywide Document Access and Management System (ADAMS).

NUREG-1379, "NRC Editorial Style Guide," is available through ADAMS at: <http://www.nrc.gov/reading-rm/adams/web-based.html> (Accession No. ML041050307)

NUREG-0544, "NRC Collection of Abbreviations," Revision 2, is available through ADAMS at: <http://www.nrc.gov/reading-rm/adams/web-based.html> (Accession No. ML041050544)

An electronic copy of MD 3.7 will be provided if requested by the contractor.

8. LICENSE FEE

This work is license fee recoverable.

9. PERIOD OF PERFORMANCE

The period of performance is from October 1, 2009 through September 30, 2013

10. DELIVERABLES

The contractor shall provide the deliverables listed below in two (2) electronic formats (Microsoft® Office Word 2003 or NRC designated word processing software and PDF file using Adobe Acrobat Professional 8.0 or NRC designated PDF) and a hard copy printed from the PDF file to the TM and the PO.

A "Final Draft", as required in Task 4 and Task 5 below, refers to the final camera-ready draft to be sent for public review (SEIS) or for concurrence (SER). A "Draft Final", as required in Task 6 and Task 7 below, refers to the draft of the final document incorporating comments and mark-ups as directed by the TM.

For certain LRAs, due to unforeseen circumstances, the delivery order may be provided to the contractor later than the anticipated delivery order date. The contractor shall coordinate activities with the TM, as required, to meet the scheduled due dates for Tasks 4 through 7.

The NRC has an expectation that the contractor shall be able to perform technical editing of a minimum of 70 pages per day as well as format a minimum of 70 pages per day.

- Task 2. SEIS Template
Due: Two (2) months from the NRC's receipt date of the LRA.
- Task 3. SER Framework
Due: Three (3) months from the NRC's receipt date of the LRA.
- Task 4. Draft SEIS
Draft Due: Seven (7) months from the NRC's receipt date of the LRA.
Final Draft Due: Nine (9) months from the NRC's receipt date of the LRA.

- Task 5. SER with Open Items
Draft Due: Nine (9) months from the NRC's receipt date of the LRA.
Final Draft Due: Eleven (11) months from the NRC's receipt date of the LRA.
- Task 6. Final SEIS
Draft and track changes comparison document
Draft Due: Thirteen (13) months from the NRC's receipt date of the LRA.
Draft Final Due: Fifteen (15) months from the NRC's receipt date of the LRA.
- Task 7. Final SER
Draft and track changes comparison document
Draft Due: Fourteen (14) months from the NRC's receipt date of the LRA.
Draft Final Due: Sixteen (16) months from the NRC's receipt date of the LRA.
- Task 8. Related Support
Due: Varies; as agreed upon by the contractor and the TM.
- Task 9. Monthly Status Report and License Fee Recovery Cost Report
Due: By the 15th of each month.

11. ATTACHMENTS

1. Performance Requirement Summary
2. Sample Monthly Status Report
3. Sample Delivery Order

PERFORMANCE REQUIREMENT SUMMARY

Performance Requirement and Deliverables	Standard	Method of Review	Incentives / Deduction
Task 1 Orientation	All contractor personnel for this contract are required to attend two full day meetings.	Contractor personnel (minimum 3) attend meeting prepared to discuss the format of the SEIS and SER.	Full payment for 100% compliance.
Task 2 Development of the SEIS template	<p>No spelling or grammatical errors; conforms to requirements for a NUREG-series document.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects.</p>	<p>TM/NRC review</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p>	<p>Full payment for 100% compliance.</p> <p>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>No adjustment to deliverable due dates under Tasks 4 and 6 as a result of unacceptable delay in Task 2 report.</p> <p>Increased NRC surveillance and additional contractor reporting requirements.</p>
Task 3 Development of the SER Framework	<p>No spelling or grammatical errors; conforms to requirements for a NUREG-series document.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded</p>	<p>TM/NRC review</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p>	<p>Full payment for 100% compliance.</p> <p>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>No adjustment to deliverable due dates under Tasks 5 and 7 as a result of unacceptable delay in Task 3 report.</p>

	<p>fonts and objects.</p>		<p>Increased NRC surveillance and additional contractor reporting requirements</p>
<p>Task 4 DSEIS</p>	<p>TM comments are incorporated within 1 day when required.</p> <p>All technical input is included into the correct section of the DSEIS, as identified by the TM.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects.</p>	<p>TM to monitor</p> <p>Contractor quality control plan for organizing, tracking, reviewing, and managing changes shall validate</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p> <p>TM/NRC review</p>	<p>Full payment for 100% compliance.</p> <p>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>No adjustment to deliverable due dates under Task 6 as a result of unacceptable delay in Task 4 report.</p>
<p>Task 5 SER with Open Items</p>	<p>TM comments are incorporated within 1 day when required.</p> <p>All technical input is included into the correct section of the SER with open items, as identified by the TM.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects.</p>	<p>TM to monitor</p> <p>Contractor quality control plan for organizing, tracking, reviewing, and managing changes shall validate</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p> <p>TM/NRC review</p>	<p>Full payment for 100% compliance.</p> <p>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>No adjustment to deliverable due dates under Task 7 as a result of unacceptable delay in Task 5 report.</p>

<p>Task 6 FSEIS</p>	<p>All technical input is included into the correct section of the FSEIS, as identified by the TM.</p> <p>No spelling or grammatical errors; conforms to requirements for a NUREG-series document.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects.</p>	<p>TM/NRC review</p> <p>Contractor quality control plan for organizing, tracking, reviewing, and managing changes shall validate</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p>	<p>Full payment for 100% compliance.</p> <p>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 7 Final SER</p>	<p>All technical input is included into the correct section of the SER, as identified by the TM.</p> <p>No spelling or grammatical errors; conforms to requirements for a NUREG-series document.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects.</p>	<p>TM/NRC review</p> <p>Contractor quality control plan for organizing, tracking, reviewing, and managing changes shall validate</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p>	<p>Full payment for 100% compliance.</p> <p>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 8 Related Support</p>	<p>All technical input is included into the correct section of the document, as identified by the TM.</p>	<p>TM/NRC review</p> <p>Contractor quality control</p>	<p>Full payment for 100% compliance.</p>

	<p>No spelling or grammatical errors; conforms to requirements for a NUREG-series (or other designated format) document.</p> <p>MS Word files uses: styles; automated formatting; linked bookmarks for anchors for the table of contents; headers and other structural markup; abbreviation list; list and link figures, equations, tables, etc.; formatted tables with simple columns; and embedded fonts and objects</p>	<p>plan for organizing, tracking, reviewing, and managing changes shall validate</p> <p>Style sheet itemizing the specifications for each style or tag applied in the word processing program</p>	<p>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 9 Monthly Status Report and License Fee Recovery Cost Report</p>	<p>Reports include all required information and are delivered by the 15th of every month during the contracts period of performance.</p>	<p>PO/TM review</p>	<p>Full payment for 100% compliance.</p>

MONTHLY STATUS REPORT - MONTH 2009

Contract No:
 Job Code:
 Title:
 Period of Performance:
 Contractor Project Manager:
 Phone Number:

Financial Summary Information - Contract

Total Contract Award Amount:
 Cumulative Delivery Orders Placed:
 Funds Obligated to Date:
 Total Costs Incurred This Period:
 Cumulative Costs to Date:
 Percent Expended:
 Balance of Obligated Funds Remaining:

License Fee Recovery Cost Status - Contract

Delivery/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.

Delivery Order Status (by Individual Delivery Order)

Delivery Order No: _____
 NRC License Renewal Project Manager:

A. Financial Summary Information

Total Delivery Order Estimate:
 Funds Obligated to Date:
 Delivery Order Cost Incurred This Period:
 Cumulative Delivery Order Costs to Date:
 Percent Expended:
 Balance of Obligated Funds Remaining:

B. Efforts Completed/Schedule Milestone Information

Plant/LRA	Task	Task Ceiling	Task Expenditures to Date	Percentage Completed to Date	Percentage Expended to Date	Actual Completion Date
Orientation	1					
Plant A	2					
	3					
	4					
	5					
	6					
	7					
Plant B	2					
	3					
	4					
	5					
	6					
	7					
Plant C	8*					

* As directed by PO/TM

C. Problems Encountered/Resolution

US Nuclear Regulatory Commission DELIVERY ORDER FORM Contract No.				
1. Date	2. Delivery Order Number	3. Plant		
4. NRC Project Officer		5. E-mail Address	6. Phone Number	
			301-415-	
7. NRC Technical Monitor - LRA PM (_____, PM)		8. E-mail Address	9. Phone Number	
			301-415-	
NRC Provided Materials				
10. Documents/Materials Provided Electronic Paper Date Provided LR Framework for SEIS and SER LRA for specific plants SEIS and SER Technical Input Other (specify) NUREG-1555, NUREG-1800, NUREG-1801				
Delivery Order Schedule				
Task completion dates and NRC documents/materials are provided for the purpose of planning and responding to this order. Estimates are due within 5 work days from receipt of this order.				
	11. Required Task Completion Date	12. Deliverable Due Dates	13. CLIN	14. Price (per contract schedule of supplies/services)
Task 2: SEIS Template	Start: Complete:			
Task 3: SER Framework	Start: Complete:			
Task 4: DSEIS	Start: Complete:			
Task 5: SER with Open Items	Start: Complete:			
Task 6: FSEIS	Start: Complete:			

Task 7: Final SER	Start: Complete:			
Travel	Start: Complete:			
15. Total Cost				
Acknowledgment and Acceptance of Delivery Order				
Signature and Title - Contractor			Date	
Signature - NRC Project Officer			Date	

A.6 2052.215-71 PROJECT OFFICER AUTHORITY (NOVEMBER 2006)

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

Name: Rick Daniel, Mail Stop: T9-F29
Karyn Hannum, Mail Stop: O11-F1

Address: 11545 Rockville Pike
Rockville, MD 20852

Telephone Number: Rick Daniel: 301-415-6319
Karyn Hannum: 301-415-2290

(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 this 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.

(7) For contracts for the design, development, maintenance or operation of Privacy Act Systems of Records, obtain from the contractor as part of closeout procedures, written certification that the contractor has returned to NRC, transferred to the successor contractor, or destroyed at the end of the contract in accordance with instructions provided by the NRC Systems Manager for Privacy Act Systems of Records, all records (electronic or paper) which were created, compiled, obtained or maintained under the contract.

A.7 2052.215-70 KEY PERSONNEL (JAN 1993)

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

Andy Lochridge	Project Manager Document Designer
Julie Ames	Document Designer
Janet Shafer	Document Designer
Heather Tyler	Technical Writer
Colin Reynolds	Technical Writer

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.

A.8 2052.215-78 TRAVEL APPROVALS AND REIMBURSEMENT -ALTERNATE 1 (OCT 1999)

(a) Total expenditure for travel may not exceed \$32,000.00 without the prior approval of the contracting officer.

(b) 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 prior to the commencement of travel.

(c) The contractor will be reimbursed only for those travel costs incurred that are directly related to this contract and which 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 FAR Limitations of Cost clause of this contract when, at any time, the contractor learns that travel expenses will cause the contractor to exceed the travel ceiling amount identified in paragraph (a) of this clause.

(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.

A.9 2052.216-72 TASK ORDER PROCEDURES (OCT 1999); APPLIES TO TASK 8

(a) Task order request for proposal. When a requirement within the scope of work for this contract is identified, the contracting officer shall transmit to the contractor a Task Order Request for Proposal (TORFP) which may include the following, as appropriate:

- (1) Scope of work/meetings/travel and deliverables;
- (2) Reporting requirements;
- (3) Period of performance - place of performance;
- (4) Applicable special provisions;
- (5) Technical skills required; and
- (6) Estimated level of effort.

(b) Task order technical proposal. By the date specified in the TORFP, the contractor shall deliver to the contracting officer a written or verbal (as specified in the TORFP technical proposal submittal instructions) technical proposal that provides the technical information required by the TORFP.

(c) Cost proposal. The contractor's cost proposal for each task order must be fully supported by cost and pricing data adequate to establish the reasonableness of the proposed amounts. When the contractor's estimated cost for the proposed task order exceeds \$100,000 and the period of performance exceeds six

months, the contractor may be required to submit a Contractor Spending Plan (CSP) as part of its cost proposal. The TORP indicates if a CSP is required.

(d) Task order award. The contractor shall perform all work described in definitized task orders issued by the contracting officer. Definitized task orders include the following:

- (1) Statement of work/meetings/travel and deliverables;
- (2) Reporting requirements;
- (3) Period of performance;
- (4) Key personnel;
- (5) Applicable special provisions; and
- (6) Total task order amount including any fixed fee.

A.10 2052.209-72 CONTRACTOR ORGANIZATIONAL CONFLICTS OF INTEREST (JAN 1993)

(a) Purpose. The primary purpose of this clause is to aid in ensuring that the contractor:

(1) Is not placed in a conflicting role because of current or planned interests (financial, contractual, organizational, or otherwise) which relate to the work under this contract; and

(2) Does not obtain an unfair competitive advantage over other parties by virtue of its performance of this contract.

(b) Scope. The restrictions described apply to performance or participation by the contractor, as defined in 48 CFR 2009.570-2 in the activities covered by this clause.

(c) Work for others.

(1) Notwithstanding any other provision of this contract, during the term of this contract, the contractor agrees to forego entering into consulting or other contractual arrangements with any firm or organization the result of which may give rise to a conflict of interest with respect to the work being performed under this contract. The contractor shall ensure that all employees under this contract abide by the provision of this clause. If the contractor has reason to believe, with respect to itself or any employee, that any proposed consultant or other contractual arrangement with any firm or organization may involve a potential conflict of interest, the contractor shall obtain the written approval of the contracting officer before the execution of such contractual arrangement.

(2) The contractor may not represent, assist, or otherwise support an NRC licensee or applicant undergoing an NRC audit, inspection, or review where the activities that are the subject of the audit, inspection, or review are the same as or substantially similar to the services within the scope of this contract (or task order as appropriate) except where the NRC licensee or applicant requires the contractor's support to explain or defend the contractor's prior work for the utility or other entity which NRC questions.

(3) When the contractor performs work for the NRC under this contract at any NRC licensee or applicant site, the contractor shall neither solicit nor perform work in the same or similar technical area for that licensee or applicant organization for a period commencing with the award of the task order or beginning of work on the site (if not a task order contract) and ending one year after completion of all work under the associated task order, or last time at the site (if not a task order contract).

(4) When the contractor performs work for the NRC under this contract at any NRC licensee or applicant site,

(i) The contractor may not solicit work at that site for that licensee or applicant during the period of performance of the task order or the contract, as appropriate.

(ii) The contractor may not perform work at that site for that licensee or applicant during the period of performance of the task order or the contract, as appropriate, and for one year thereafter.

(iii) Notwithstanding the foregoing, the contracting officer may authorize the contractor to solicit or perform this type of work (except work in the same or similar technical area) if the contracting officer determines that the situation will not pose a potential for technical bias or unfair competitive advantage.

(d) Disclosure after award.

(1) The contractor warrants that to the best of its knowledge and belief, and except as otherwise set forth in this contract, that it does not have any organizational conflicts of interest as defined in 48 CFR 2009.570-2.

(2) The contractor agrees that if, after award, it discovers organizational conflicts of interest with respect to this contract, it shall make an immediate and full disclosure in writing to the contracting officer. This statement must include a description of the action which the contractor has taken or proposes to take to avoid or mitigate such conflicts. The NRC may, however, terminate the contract if termination is in the best interest of the Government.

(3) It is recognized that the scope of work of a task-order-type contract necessarily encompasses a broad spectrum of activities. Consequently, if this is a task-order-type contract, the contractor agrees that it will disclose all proposed new work involving NRC licensees or applicants which comes within the scope of work of the underlying contract. Further, if this contract involves work at a licensee or applicant site, the contractor agrees to exercise diligence to discover and disclose any new work at that licensee or applicant site. This disclosure must be made before the submission of a bid or proposal to the utility or other regulated entity and must be received by the NRC at least 15 days before the proposed award date in any event, unless a written justification demonstrating urgency and due diligence to discover and disclose is provided by the contractor and approved by the contracting officer. The disclosure must include the statement of work, the dollar value of the proposed contract, and any other documents that are needed to fully describe the proposed work for the regulated utility or other regulated entity. NRC may deny approval of the disclosed work only when the NRC has issued a task order which includes the technical area and, if site-specific, the site, or has plans to issue a task order which includes the technical area and, if site-specific, the site, or when the work violates paragraphs (c)(2), (c)(3) or (c)(4) of this section.

(e) Access to and use of information.

(1) If in the performance of this contract, the contractor obtains access to information, such as NRC plans, policies, reports, studies, financial plans, internal data protected by the Privacy Act of 1974 (5 U.S.C. Section 552a (1988)), or the Freedom of Information Act (5 U.S.C. Section 552 (1986)), the contractor agrees not to:

(i) Use this information for any private purpose until the information has been released to the public;

(ii) Compete for work for the Commission based on the information for a period of six months after either the completion of this contract or the release of the information to the public, whichever is first;

(iii) Submit an unsolicited proposal to the Government based on the information until one year after the release of the information to the public; or

(iv) Release the information without prior written approval by the contracting officer unless the information has previously been released to the public by the NRC.

(2) In addition, the contractor agrees that, to the extent it receives or is given access to proprietary data, data protected by the Privacy Act of 1974 (5 U.S.C. Section 552a (1988)), or the Freedom of Information Act (5 U.S.C. Section 552 (1986)), or other confidential or privileged technical, business, or financial information under this contract, the contractor shall treat the information in accordance with restrictions placed on use of the information.

(3) Subject to patent and security provisions of this contract, the contractor shall have the right to use technical data it produces under this contract for private purposes provided that all requirements of this contract have been met.

(f) Subcontracts. Except as provided in 48 CFR 2009.570-2, the contractor shall include this clause, including this paragraph, in subcontracts of any tier. The terms contract, contractor, and contracting officer, must be appropriately modified to preserve the Government's rights.

(g) Remedies. For breach of any of the above restrictions, or for intentional nondisclosure or misrepresentation of any relevant interest required to be disclosed concerning this contract or for such erroneous representations that necessarily imply bad faith, the Government may terminate the contract for default, disqualify the contractor from subsequent contractual efforts, and pursue other remedies permitted by law or this contract.

(h) Waiver. A request for waiver under this clause must be directed in writing to the contracting officer in accordance with the procedures outlined in 48 CFR 2009.570-9.

(i) Follow-on effort. The contractor shall be ineligible to participate in NRC contracts, subcontracts, or proposals therefor (solicited or unsolicited), which stem directly from the contractor's performance of work under this contract. Furthermore, unless so directed in writing by the contracting officer, the contractor may not perform any technical consulting or management support services work or evaluation activities under this contract on any of its products or services or the products or services of another firm if the contractor has been substantially involved in the development or marketing of the products or services.

(1) If the contractor, under this contract, prepares a complete or essentially complete statement of work or specifications, the contractor is not eligible to perform or participate in the initial contractual effort which is based on the statement of work or specifications. The contractor may not incorporate its products or services in the statement of work or specifications unless so directed in writing by the contracting officer, in which case the restrictions in this paragraph do not apply.

(2) Nothing in this paragraph precludes the contractor from offering or selling its standard commercial items to the Government.

A.11 52.222-54 EMPLOYMENT ELIGIBILITY VERIFICATION (JAN 2009)

(a) Definitions. As used in this clause--

Commercially available off-the-shelf (COTS) item--

(1) Means any item of supply that is--

(i) A commercial item (as defined in paragraph (1) of the definition at 2.101);

(ii) Sold in substantial quantities in the commercial marketplace; and

(iii) Offered to the Government, without modification, in the same form in which it is sold in the commercial marketplace; and

(2) Does not include bulk cargo, as defined in section 3 of the Shipping Act of 1984 (46U.S.C. App. 1702), such as agricultural products and petroleum products. Per 46 CFR 525.1(c)(2), "bulk cargo" means cargo that is loaded and carried in bulk onboard ship without mark or count, in a loose unpackaged form, having homogenous characteristics. Bulk cargo loaded into intermodal equipment, except LASH or Seabee barges, is subject to mark and count and, therefore, ceases to be bulk cargo.

Employee assigned to the contract means an employee who was hired after November 6, 1986, who is directly performing work, in the United States, under a contract that is required to include the clause prescribed at 22.1803. An employee is not considered to be directly performing work under a contract if the employee--

- (1) Normally performs support work, such as indirect or overhead functions; and
- (2) Does not perform any substantial duties applicable to the contract.

Subcontract means any contract, as defined in 2.101, entered into by a subcontractor to furnish supplies or services for performance of a prime contract or a subcontract. It includes but is not limited to purchase orders, and changes and modifications to purchase orders.

Subcontractor means any supplier, distributor, vendor, or firm that furnishes supplies or services to or for a prime Contractor or another subcontractor.

United States, as defined in 8 U.S.C. 1101(a)(38), means the 50 States, the District of Columbia, Puerto Rico, Guam, and the U.S. Virgin Islands.

(b) Enrollment and verification requirements.

(1) If the Contractor is not enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall--

(i) Enroll. Enroll as a Federal Contractor in the E-Verify program within 30 calendar days of contract award;

(ii) Verify all new employees. Within 90 calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); and

(iii) Verify employees assigned to the contract. For each employee assigned to the contract, initiate verification within 90 calendar days after date of enrollment or within 30 calendar days of the employee's assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(2) If the Contractor is enrolled as a Federal Contractor in E-Verify at time of contract award, the Contractor shall use E-Verify to initiate verification of employment eligibility of--

(i) All new employees.

(A) Enrolled 90 calendar days or more. The Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

(B) Enrolled less than 90 calendar days. Within 90 calendar days after enrollment as a Federal Contractor in E-Verify, the Contractor shall initiate verification of all new hires of the Contractor, who are working in the United States, whether or not assigned to the contract, within 3 business days after the date of hire (but see paragraph (b)(3) of this section); or

(ii) Employees assigned to the contract. For each employee assigned to the contract, the Contractor shall initiate verification within 90 calendar days after date of contract award or within 30 days after assignment to the contract, whichever date is later (but see paragraph (b)(4) of this section).

(3) If the Contractor is an institution of higher education (as defined at 20 U.S.C. 1001(a)); a State or local government or the government of a Federally recognized Indian tribe; or a surety performing under a takeover agreement entered into with a Federal agency pursuant to a performance bond, the Contractor may choose to verify only employees assigned to the contract, whether existing employees or new hires. The Contractor shall follow the applicable verification requirements at (b)(1) or (b)(2), respectively, except that any requirement for verification of new employees applies only to new employees assigned to the contract.

(4) Option to verify employment eligibility of all employees. The Contractor may elect to verify all existing employees hired after November 6, 1986, rather than just those employees assigned to the contract. The Contractor shall initiate verification for each existing employee working in the United States who was hired after November 6, 1986, within 180 calendar days of--

(i) Enrollment in the E-Verify program; or

(ii) Notification to E-Verify Operations of the Contractor's decision to exercise this option, using the contact information provided in the E-Verify program Memorandum of Understanding (MOU).

(5) The Contractor shall comply, for the period of performance of this contract, with the requirements of the E-Verify program MOU.

(i) The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Contractor's MOU and deny access to the E-Verify system in accordance with the terms of the MOU. In such case, the Contractor will be referred to a suspension or debarment official.

(ii) During the period between termination of the MOU and a decision by the suspension or debarment official whether to suspend or debar, the Contractor is excused from its obligations under paragraph (b) of this clause. If the suspension or debarment official determines not to suspend or debar the Contractor, then the Contractor must reenroll in E-Verify.

(c) Web site. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Web site: <http://www.dhs.gov/E-Verify>.

(d) Individuals previously verified. The Contractor is not required by this clause to perform additional employment verification using E-Verify for any employee--

(1) Whose employment eligibility was previously verified by the Contractor through the E-Verify program;

(2) Who has been granted and holds an active U.S. Government security clearance for access to confidential, secret, or top secret information in accordance with the National Industrial Security Program Operating Manual; or

(3) Who has undergone a completed background investigation and been issued credentials pursuant to Homeland Security Presidential Directive (HSPD)-12, Policy for a Common Identification Standard for Federal Employees and Contractors.

(e) Subcontracts. The Contractor shall include the requirements of this clause, including this paragraph (e) (appropriately modified for identification of the parties), in each subcontract that--

(1) Is for--(i) Commercial or noncommercial services (except for commercial services that are part of the purchase of a COTS item (or an item that would be a COTS item, but for minor modifications), performed by the COTS provider, and are normally provided for that COTS item); or

(ii) Construction;

(2) Has a value of more than \$3,000; and

(3) Includes work performed in the United States.

A.12 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.

A.13 WHISTLEBLOWER PROTECTION FOR NRC CONTRACTOR AND SUBCONTRACTOR EMPLOYEES (JULY 2006)

(a) The U.S. Nuclear Regulatory Commission (NRC) contractor and its subcontractor are subject to the Whistleblower Employee Protection public law provisions as codified at 42 U.S.C. 5851. NRC contractor(s) and subcontractor(s) shall comply with the requirements of this Whistleblower Employee Protection law, and the implementing regulations of the NRC and the Department of Labor (DOL). See, for example, DOL Procedures on Handling Complaints at 29 C.F.R. Part 24 concerning the employer obligations, prohibited acts, DOL procedures and the requirement for prominent posting of notice of Employee Rights at Appendix A to Part 24.

(b) Under this Whistleblower Employee Protection law, as implemented by regulations, NRC contractor and subcontractor employees are protected from discharge, reprisal, threats, intimidation, coercion, blacklisting or other employment discrimination practices with respect to compensation, terms, conditions or privileges of their employment because the contractor or subcontractor employee(s) has provided notice to the employer, refused to engage in unlawful practices, assisted in proceedings or testified on activities concerning alleged violations of the Atomic Energy Act of 1954 (as amended) and the Energy Reorganization Act of 1974 (as amended).

(c) The contractor shall insert this or the substance of this clause in any subcontracts involving work performed under this contract.

A.14 OPTION PERIODS - TASK ORDER/DELIVERY ORDER UNDER A GSA FEDERAL SUPPLY SCHEDULE CONTRACT (MARCH 2007)

The Period of Performance (PoP) for this requirement may extend beyond the Offeror's current PoP on their GSA Schedule. Offerors may submit proposals for the entire PoP as long as their current GSA Schedule covers the requested PoP, or their GSA Schedule contains GSA's "Evergreen Clause" (Option to Extend the Term of the Contract), which covers the requested PoP if/when the option(s) are exercised. Offerors are encouraged to submit accurate/realistic pricing for the requirement's entire PoP, even if the proposed GSA Schedule does not include pricing for the applicable option years, etc.

For proposal evaluation purposes, the NRC assumes that applicable Evergreen Clause Option(s) will be exercised and the NRC will apply price analysis, as applicable. It is in the best interest of the Offeror to explain major deviations in escalation, proposed in any Evergreen Clause option years. Resulting GSA task/delivery order option years subject to the Evergreen Clause will be initially priced utilizing the same rates proposed

under the last GSA-priced year of the subject GSA Schedule. Upon GSA's exercise of the GSA Schedule option year(s) applicable to the Evergreen Clause, the NRC will modify the awarded task/delivery order to incorporate either the proposed pricing for the option years or the GSA-approved pricing (whichever is lower).

It is incumbent upon the Offeror to provide sufficient documentation (GSA-signed schedule, schedule modifications, etc.) that shows both the effective dates, pricing and terms/conditions of the current GSA Schedule, as well as Evergreen Clause terms/conditions (as applicable). Failure to provide this documentation may result in the Offeror's proposal being found unacceptable.