

**ORDER FOR SUPPLIES OR SERVICES**

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

BPA NO

1. DATE OF ORDER 7/6/11		2. CONTRACT NO. (if any) NRC-03-10-081		6. SHIP TO:	
3. ORDER NO. T006		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: Valerie Whipple Washington, DC 20555 Mail Stop: TWB-01-B10M		4. REQUISITION/REFERENCE NO. NRR-11-200; FAIMIS: 112857		b. STREET ADDRESS Linda Yee Mail Stop OWFN 13C05	
7. TO:		c. CITY Washington		d. STATE DC	e. ZIP CODE 20555
a. NAME OF CONTRACTOR SOUTHWEST RESEARCH INSTITUTE		b. COMPANY NAME		f. SHIP VIA	
c. STREET ADDRESS 6220 CULEBRA RD		d. CITY SAN ANTONIO		e. STATE TX	f. ZIP CODE 782385166
9. ACCOUNTING AND APPROPRIATION DATA B&R: 2011-x0200-20-11-4-148 J4473 BOC: 252A APPN: 31X0200.120 \$15,000 FAIMIS: 112857 NRR-11-200 DUNS: 007936842		10. REQUISITIONING OFFICE NRR		8. TYPE OF ORDER	
11. BUSINESS CLASSIFICATION (Check appropriate box(es))		12. F.O.B. POINT Destination			
<input type="checkbox"/> a. SMALL	<input checked="" type="checkbox"/> b. OTHER THAN SMALL	<input type="checkbox"/> c. DISADVANTAGED	<input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED		
<input type="checkbox"/> d. WOMEN-OWNED	<input type="checkbox"/> e. HUBZone	<input type="checkbox"/> f. EMERGING SMALLBUSINESS			
13. PLACE OF		14. GOVERNMENT B/L NO.		15. DELIVER TO F.O.B. POINT ON OR BEFORE (Date) November 30, 2012	
a. INSPECTION	b. ACCEPTANCE			16. DISCOUNT TERMS Net 30	

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 Contractor shall provide services in accordance with the attached Statement of Work Entitled "Technical Assistance for Quality Assurance Review Support, U.S. Nuclear Regulatory Commission, Office of Nuclear Regulation, Limerick Generating Station, Units 1 and 2."</p> <p>Total CPFF amount: \$175,834; Optional Work: \$33,572; Total Possible: \$209,406</p> <p>Total obligated amount: \$15,000</p> <p>Period of Performance: Date of Award through November 30, 2012</p> <p>Technical Monitor: Bill Rogers 301-415-2945 NRC Project Officer: Linda Yee 301-415-3072</p> <p>List of Attachments: Statement of Work</p> <p>TOTAL TASK ORDER CEILING.....\$175,834 TOTAL TASK ORDER CEILING IF ALL OPTIONS EXERCISED.....\$209,406</p> <p>DUNS: 007936842 NAISC: 541690 PSC: R421</p>					

SEE BILLING INSTRUCTIONS ON REVERSE	18. SHIPPING POINT	19. GROSS SHIPPING WEIGHT	20. INVOICE NO.	17(h) TOTAL (Cont. pages)	
	21. MAIL INVOICE TO:				17(i) GRAND TOTAL
	a. NAME Department of Interior / NBC NRCPayments@nbc.gov			CPFF \$175,834 Current Ceiling	
	b. STREET ADDRESS (or P.O. Box) Attn: Fiscal Services Branch - D2770 7301 W. Mansfield Avenue			CPFF \$209,406 If all options exercised	
c. CITY Denver		d. STATE CO	e. ZIP CODE 80235-2230		

22. UNITED STATES OF AMERICA BY (Signature) 	23. NAME (Typed) Valerie Whipple Contracting Officer TITLE: CONTRACTING/ORDERING OFFICER
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Please indicate your acceptance of this order by having an official who is authorized to bind your organization, execute this document in the space provided below.

ACCEPTED:

Signature: 

Name: *for* R. B. Kalmbach

Title: Executive Director, Contracts

Date: July 06, 2011

**TASK ORDER TERMS AND CONDITIONS**

**1. CONSIDERATION AND OBLIGATION--COST PLUS FIXED FEE (JUN 1988) ALTERNATE I (JUN 1991)**

(a) The total estimated cost to the Government for full performance of this contract is **\$175,834**, of which the sum of [REDACTED] represents the estimated reimbursable costs, and of which [REDACTED] represents the fixed fee. In the event that the Government exercised optional tasks, the task order shall increase as follows:

Optional Task F: **\$12,951** ([REDACTED])  
Optional Task G: **\$20,621** ([REDACTED])  
Total: **\$33,572**

(b) There shall be no adjustment in the amount of the Contractor's fixed fee by reason of differences between any estimate of cost for performance of the work under this contract and the actual cost for performance of that work.

(c) The amount currently obligated by the Government with respect to this contract is **\$15,000**, of which the sum of [REDACTED] represents the estimated reimbursable costs, and of which [REDACTED] represents the fixed fee.

**2. PERIOD OF PERFORMANCE**

The period of performance of this order shall be **Date of Award** through **November 30, 2012**.

**3. 52.217-6 OPTION FOR INCREASED QUANTITY (MAR 1989)**

The Government may increase the quantity of supplies called for in the Schedule at the unit price specified. The Contracting Officer may exercise the option by written notice to the Contractor within the period of performance of the contract. Delivery of the added items shall continue at the same rate as the like items called for under the contract, unless the parties otherwise agree.

**4. 2052.215-70 KEY PERSONNEL (JAN 1993)**

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

<u>Name</u>	<u>Title</u>
[REDACTED]	[REDACTED]

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.

#### **5. 2052.215-78 TRAVEL APPROVALS AND REIMBURSEMENT -ALTERNATE 1 (OCT 1999)**

- (a) Total expenditure for travel may not exceed \$21,525 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.

#### **6. 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.

#### **7. 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.

## STATEMENT OF WORK

Project Title: Technical Assistance for Quality Assurance Review Support, U.S. Nuclear Regulatory Commission, Office of Nuclear Reactor Regulation

Job Code: J-4473

Task Area: Kick-off Meeting, Technical Review Packages, Audit Preparation, Audit Performance, Audit Report, Request for Additional Information, Review Applicants Responses, SER Input

Task Order No.: Six (6) – Limerick Generating Station, Units 1 and 2

Budget & Reporting No.: 2011-X0200-20-11-4-148

NRC Issuing Office: Office of Nuclear Reactor Regulation

NRC Project Officer: Linda Yee, (301) 415-3072, linda.yee@nrc.gov

NRC Technical Monitor: Bill Rogers, (301) 415-2945, billy.rogers@nrc.gov

Fee Recoverable: Yes

TAC Numbers: TBD (Limerick Generating Station, Units 1 and 2)

Performing Organization: Center for Nuclear Waste Regulatory Analyses (CNWRA)

### 1.0 Background

The Nuclear Regulatory Commission's (NRC's) Office of Nuclear Reactor Regulation (NRR) is responsible for ensuring the public health and safety through licensing and inspection activities at all commercial nuclear power reactor facilities in the United States. Evaluation of License Renewal Applications (LRAs) is performed by the Division of License Renewal (DLR). DLR performs its work in accordance with the requirements of Title 10 of the *Code of Federal Regulations*, Part 54 (10 CFR Part 54), "Requirements for Renewal of Operating Licenses for Nuclear Power Plants." In addition, DLR uses guidance provided in NUREG-1800, "Standard Review Plan for Review of License Renewal Applications for Nuclear Power Plants," Revision 2 (SRP-LR), dated December 2010 and NUREG-1801, "Generic Aging Lessons Learned Report," Revision 2 (GALL Report), also dated December 2010. The staff is seeking technical assistance in the review of LRAs in the area of quality assurance.

### 2.0 Objective

The objective of this task order is to provide technical support in the area of quality assurance to the DLR project team in reviewing and evaluating the LRA of the Limerick Generating Station, Units 1 and 2.

### **3.0 Scope of Work**

Technical support is needed to support DLR in the review and evaluation of the Limerick Generating Station, Units 1 and 2, LRA as follows: (1) development of technical review packages (TRPs), (2) the scoping and screening methodology review, and (3) aging management program (AMP) quality assurance requirements review.

For this LRA, the Contractor will work in conjunction with NRC staff to develop TRPs, audit and review the scoping and screening methodology used by applicants to identify systems, structures, and components within the scope of license renewal, and audit and review the quality assurance related elements of AMPs submitted by the applicant, using applicable NRC guidance. The LRA review activities are coordinated by the NRC license renewal Project Manager (PM).

The Contractor shall provide subject matter experts (SMEs) who are knowledgeable and experienced in the area of quality assurance and capable of providing technical assistance as follows: One (1) SME for Task A, three (3) SMEs for Tasks B, two (2) SMEs for Tasks C, one (1) SME for Tasks D and E and, on an optional basis, one (1) SME for Tasks F and G.

#### **Technical Review Package Development**

TRPs organized by technical subject areas and are developed using a systematic process. The development of TRPs requires adherence to a procedural guide, provided by the NRC Technical Monitor (TM), as well as the use of past examples and lessons learned. The process also requires a detailed comparison of items presented in the LRA versus items found in the license renewal guidance documents including NUREG-1800 and NUREG-1801. The Contractor shall identify the contents of each technical assignment work package in accordance with training and procedures provided by the TM and information provided by the PM and assemble the TRPs for use by the NRC technical staff.

#### **Scoping and Screening Methodology Review**

The scoping and screening methodology review includes the review of the LRA, implementing documents, plant drawings, final safety analysis report, and other current licensing basis documents to determine whether the applicant has identified the systems, structures and components included within the scope of license renewal and the structures and components subject to an aging management review (AMR).

The Contractor will focus on the scoping and screening methodology implemented by the applicant. The Contractor will also review the three AMP program elements related to quality assurance, corrective actions, confirmation process, and administrative controls, to verify their consistency with the program elements described in the GALL Report.

For the scoping and screening methodology reviews, the team evaluates and audits the methodology used to identify the components within the scope of license renewal and the components subject to an AMR. For each of the assigned tasks, the team will review the applicant's LRA and also audit the applicant's methodology during an on-site audit. Follow up activities

including the development of requests for additional information (RAIs), audit report input, and safety evaluation report (SER) input, as assigned by the TM or designated NRC audit team leader (TL), as applicable.

For the AMP quality assurance review, the team will evaluate and audit the applicant's AMPs for the corrective actions, confirmation process, and administrative controls program elements during the on-site audit. Follow-up activities including the development of RAIs, audit report input, and SER input will also be required as assigned TM or TL, as applicable.

The Contractor shall assign SMEs that have the required education, background, work experiences, or a combination thereof, to meet both the technical and regulatory objectives of the work specified in this statement of work (SOW). The Contractor shall ensure that the SME reviews and becomes familiar with the plant-specific LRA. The Contractor shall ensure that the SME also reviews, for familiarization: (1) the audit report and (2) Section 2 of a recently NRC issued SER. The TM or TL will identify the specific audit reports and SERs for review.

**Task A      Project Kick-off Meeting**

The Contractor SME shall attend a project initiation meeting with NRC staff within 5 working days of award of the agreement, or as otherwise directed by the TM. The purpose of the initial meeting is to discuss the project activities and expectations in response to the agreement request for proposal. The TM and SME shall establish the various elements of the project, inclusive of deliverables, schedules, and staffing; and shall discuss expectations and objectives of the technical assistance, timeliness and quality of review products. The Contractor shall perform the review in accordance with the project schedule and assignments developed by the TM.

**Task B      Technical Review Packages**

The deliverable for this task is the collection of TRPs provided in electronic format to the TM no later than 20 working days from the assignment of the task. For this task order, the Contractor shall work with the TM and additional DLR management and staff, to develop specific technical work packages as directed by the TM.

TRPs will be identified by technical subject areas and developed to identify specific areas for review. The creation of TRPs is a systematic process which requires the adherence to a DLR procedural guide, as well as the use of past examples and lessons learned. The process also requires a detailed comparison of items presented in the LRA versus items found in the license renewal guidance documents including NUREG-1800, and NUREG-1801. Additional training will be provided by the TM and staff.

The Contractor shall, under the direction of the TM, identify the contents of each TRP in accordance with training and procedures provided by the TM, and assemble the TRPs for use by the NRC technical staff. The Contractor will follow the procedure in accordance with a Contractor quality assurance plan to ensure accuracy of the TRPs. If the Contractor identifies potential procedural improvement, that information should be provided to the TM for approval before procedural changes can be made.

**Task C      Audit Preparation, Auditing, and Audit Report**

The deliverables for this task is draft audit report input for the scoping and screening methodology audit report (audit report).

The TM or TL will provide the work assignments to the SMEs. The Contractor shall provide two (2) qualified SME's to participate in an NRC led audit, of up to 9 days. The purpose of the audit is to determine whether: 1) the applicant has developed and implemented a scoping and screening methodology to identify systems, structures and components within the scope of license renewal and 2) has applied adequate quality controls to the quality assurance related program elements - corrective actions, confirmation process, and administrative controls, of AMPs.

The TM or TL will provide a sample of an audit report to the Contractor to aid in the pre-write of the audit report and a current copy of the writing guidelines. The Contractor shall perform work necessary to prepare for the audit and review at the Contractor office prior to the audit. The SMEs shall review information relevant to the assignments and pre-write the assigned portion of the audit report, where possible, to minimize the time needed at the applicant's site. The SME shall prepare questions after reviewing the LRA for discussion with the applicant during the audit.

The Contractor shall use the information extracted from the LRA and the results of the audit and review activities to develop the draft audit report in accordance with the example format provided. The Contractor shall ensure the report is technically correct and complete. The Contractor shall also provide technical writing services to prepare the draft audit report. The Contractor shall deliver the draft audit report to the TM or TL within 10 working days following completion of the audit.

The Contractor shall incorporate comments from the peer review, and comments from the NRC staff into the final audit report. The Contractor shall revise the draft sections to reflect the NRC staff comments and shall deliver the final section of the audit report no later than 5 working days after receipt of the NRC's comments on the draft sections.

**Task D      Request for Additional Information, Review Applicant's Responses, SER Input Without RAI Responses and SER Input With RAI Responses**

The deliverables for this task, if applicable, are (1) draft RAIs, (2) technical edited final RAIs, (3) SER input without RAI responses incorporated, and (4) SER input with RAI responses incorporated.

The Contractor shall provide an SME to prepare RAIs, when determined appropriate, to obtain additional information to complete the scoping and screening methodology and AMP quality assurance review. The RAI shall cite the technical and regulatory basis for requesting the information. The Contractor shall deliver draft RAIs from the audit to the TM or TL prior to the audit exit briefing. The TM or TL shall provide the Contractor comments to the draft RAIs and the Contractor shall revise the draft RAIs to reflect the NRC staff comments and deliver the final RAIs no later than 3 working days after receipt of NRC's comments on the draft RAIs.

The Contractor shall develop the draft SER input in accordance with "Safety Evaluation Report Writing Guidelines and Samples" no later than 15 working days after the completion of the first onsite

visit. The TM or TL will coordinate any internal NRC staff review of the draft SER input and will prepare a set of NRC staff comments. The TM or TL will provide and discuss the comments with the Contractor. The Contractor shall revise the draft SER to reflect the comments provided by the TM or TL and deliver the final SER input no later than 5 working days after receipt of the comments.

When responses to RAIs have been received from the applicant, the TM or TL shall provide the applicant's responses to the Contractor for review and incorporation into the SER. The Contractor shall provide an SME to review applicant's responses to the RAI and to determine whether the applicant's responses are acceptable. The Contractor shall deliver the documentation of acceptability to the TM or TL no later than 3 working days after receiving the applicant's responses from the TM or TL. When determined to be acceptable, the Contractor shall incorporate responses to the RAIs into the SER and provide the SER input with RAI responses to the TM or TL within 7 working days after receiving the responses from the TM or TL.

The Contractor shall develop and follow its quality control plan which outlines the procedures and system to be used 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 review and production of the draft and final SER.

**Task E      Peer Review of SER (as directed by the TM)**

The deliverable for this task is a marked (electronic and paper copy) version of the assigned SER section(s), with comments, as applicable and additional communication, if necessary, to clarify comments.

The Contractor shall provide up to 100 person-hours of peer review support for designated SER sections. The TM or TL will provide specific sections to the Contractor for review in accordance with DLR guidance. The scope of work, resources, and completion time for each SER section will be agreed upon by the facilitator and the TM or TL prior to starting this activity.

**Task F      Advisory Committee on Reactor Safeguards Support - OPTIONAL (as directed by the TM)**

The deliverable for this optional task is Contractor support for the preparation for the Advisory Committee on Reactor Safeguards (ACRS) meeting, support services for the dry run, and support for the duration of the ACRS meetings at the NRC Headquarters.

The Contractor shall provide an SME to support DLR staff during ACRS meetings (up to two meetings - subcommittee and final) to present the results of the LRA safety review. The activities may include, but are not limited to: providing information, preparing input for the staff's presentation, and participating in the dry run and the ACRS meeting. The ACRS meeting is normally held several months after the completion of the audit report and the SER inputs. The estimated effort should include refreshing of the specialist on the review and any technical issues. The dry run could be

accomplished through telephone conference, if deemed acceptable by the TM. A 2-day trip to Rockville, Maryland shall be included in the estimate to support the ACRS meeting.

**Task G      Atomic Safety and Licensing Board Panel Support - OPTIONAL (as directed by the TM)**

The deliverable for this optional task is Contractor support for the preparation for Atomic Safety and Licensing Board Panel Support (ASLB) meeting, support services for the dry run, and support for the duration of the ASLB meetings.

The Contractor shall provide an SME to support DLR staff in preparation for and during ASLBP hearings (up to three hearings). The activities associated with this task may include, but are not limited to: replying to contentions, preparing for ASLBP hearings, and participating in those hearings by presenting the results of the LRA safety review and providing testimony in response to questions by the ASLBP.

The ASLBP hearings are normally held 12 months after the issuance of the final SER. The estimated effort should include refreshing of the specialist on the review and any technical issues. The preparation for the ASLBP hearings could be accomplished through telephone conference, if deemed acceptable by the TM. A 1-week trip to a town near the plant's location may be required.

**4.0      Technical and Other Special Qualifications Required**

It is the responsibility of the Contractor to assign technical staff, employees, subcontractors, or specialists who have the required educational background, experience, or combination thereof to meet both the technical and regulatory objectives of the tasks specified in this SOW. The NRC will rely on representations made by the Contractor concerning the qualifications of the personnel assigned to this agreement, including assurance all information contained in the technical and cost proposal, including resumes, is accurate and truthful. The use of experienced personnel for the key positions on each task under this project is essential to the success of the project.

The Contractor shall provide SME(s) capable of conducting the SOW including the following disciplines: systems engineering, power plant engineering or equivalent disciplines, as applicable to license renewal activities. For the purpose of bidding, assume two (2) SMEs from the required disciplines will participate with NRC providing staff in other technical areas. It is expected the Contractor will review and comment on the sections of the SER provided by NRC staff. The NRC prepared sections will be incorporated in the camera-ready copies of the SER after the quality assurance and editing process of the sections are completed.

The Contractor shall provide all necessary personnel, equipment, facilities and materials to accomplish the efforts placed under this task order. The use of particular personnel on this project is subject to the TM's and NRC Project Officer's (PO) approval. This includes proposed changes to key personnel during the life of the agreement.

If any task will be subcontracted or performed by subcontractors or consultants, the Contractor shall obtain the PO's written approval of the subcontractor or consultant prior to initiation of the subcontracted effort. Conflict of interest considerations shall apply to any subcontracted effort.

The SMEs will have demonstrated their expertise as documented in resumes, describing oral presentations at public meetings, professional conferences, management briefings, and providing expert testimony in hearings.

Compilation of information to conduct site audits and document findings in the draft SER may require extensive interviewing of stakeholders including power plant personnel and Federal, State, and local government officials. All stakeholder interactions shall be coordinated with the plant PM.

## **5.0 Meetings and Travel**

Development of the TRPs is expected to take up to 1 week and is anticipated to occur in July 2011 (tentatively).

The audit at the Limerick Generating Station, Units 1 and 2, is a single audit that is expected to take up to 2 weeks in length and is scheduled for September 2011 (tentatively).

If the optional tasks are exercised, there will be additional travel of up to 2 days to the ACRS meeting in Rockville, Maryland and a trip up to 2 days to a location near the site for a public meeting. Routine status meetings (weekly to monthly) by the TM and facilitator should be conducted using electronic means of Tele/Video - conferences or other means to minimize travel costs. Progress meetings will be quarterly during any active phase of this project, at the discretion of the NRC. Each of these meetings between the Contractor and the TM or TL for the task order is expected to last 1 day. The Contractor should plan to make available key personnel assigned to active tasks during the course of these meetings. Periodically, a program review meeting, which involves NRC and Contractor management, will be held at the Contractor's office to review overall program objectives and project performance; program reviews are typically held annually. In addition, meetings at NRC Headquarters and technical information gathering trips, such as training, may be necessary and will be identified by the TM.

Meetings potentially requiring Contractor travel are summarized below:

- Project Kick-off Meeting: two (2) SMEs, 1-day trip (may also be by telephone)
- TRP Preparation: three (3) SMEs, 5-day trip
- Site Audit: two (2) SMEs, 5-day trip
- Trip to Headquarters (ACRS): One (1) SME, 2-day trip
- Trip to Site (ASLB): One (1) SME, 2-day trip

Specific meeting and travel requirements will be identified in the finalized project plan. Other travel will be confirmed with the TM and PM prior to commencement of the travel.

## **6.0 Financial and Technical Status Reports**

The Contractor shall submit periodic technical and financial reports in accordance with the contract. The estimated staff effort should be recorded at the subtask level. The work accomplished and the degree of completeness should also be tracked by subtask. The reports are due within 15 calendar days after the end of the report period (i.e., each four week period). The TM shall receive one copy of the periodic status report, and the PO shall receive one copy. See the contract for further distribution requirements.