

STATEMENT OF WORK

EVENT: NRC-RES/EPRI Fire PRA Course

CONFERENCE DATES: Session 1: July 16-20, 2012
Session 2: September 24-28, 2012

EXPECTED ATTENDEES: 10-15 instructors and speakers comprised of NRC and EPRI staff and contractors as well as 90-125 enrollees, including NRC staff from the regions, NRR, and RES; licensees; industry consultants; and international regulatory and industry participants.

BACKGROUND:

Under a Memorandum of Understanding (MOU) on Cooperative Nuclear Safety Research, the Electric Power Research Institute (EPRI), in cooperation with the U.S. Nuclear Regulatory Commission (NRC), Office of Nuclear Regulatory Research (RES) have been developing state-of-the-art methods for conducting fire Probabilistic Risk Assessments (PRAs). This work produced the joint report NUREG/CR-6850/ EPRI 1011989 "EPRI/NRC-RES Fire PRA Methodology for Nuclear Power Facilities." This fire PRA methodology document supports implementation of the risk-informed, performance-based rule 10CFR50.48(c) endorsing National Fire Protection Association (NFPA) Standard 805, as well as other applications such as exemptions or deviations to our current regulations and fire protection Significance Determination Process phase 3 applications. Since 2005, RES and EPRI have jointly conducted training on this methodology with the two organizations taking turns sponsoring the training in alternate years. RES will act as host for the two sessions of the course conducted in 2012.

In past years, course enrollment has ranged from 70 to 130 participants per session including NRC employees from the Office of Nuclear Reactor Regulation (NRR), RES and the NRC regional offices; licensees; consultants; and representatives from outside the U.S.

CONFERENCE DESCRIPTION:

The course is comprised of 5 subject area modules covering different technical areas for the conduct of fire PRA. These modules will be conducted in parallel and participants must choose one subject area module to attend for the duration of the course. Thus 5 separate classroom spaces, each with seats for 20-40 students, will be needed for the two 5 day sessions of the course. On day two of the course, there will be a general session to be attended by all course participants. A large room with seats for approximately 125 persons in a theater style seating arrangement will be needed for half of the day.

The course will be conducted as a public meeting but is classified as training, and enrollment through the iLearn system is required for NRC employees.

The course will be video-recorded so that DVDs of the course can be produced to enable self-study for persons unable to attend the live course.

Two 5 day long sessions of the course will be conducted in 2012 to maximize the number of stakeholders who can participate in the course. Conducting two sessions also allows participants to attend courses on 2 different subject areas.

FACILITY REQUIREMENTS:

The venue shall be a minimum 3 Diamond Star AAA rated hotel or equivalent conference facility.

The venue shall be within a five (5) minute walk of a sufficient number of restaurants that can collectively accommodate lunch for conference attendees (estimated 140 per day).

FACILITY LOCATION:

To ensure efficiency of the Government and minimize the travel time for NRC employees, the conference facility shall be located in Rockville, Maryland or Bethesda, Maryland so that it is close to the NRC Headquarters building in Rockville, Maryland. Specifically, the NRC requires the following:

1. The venue shall be within a ten (10)-minute walk of a Metro Station; and
2. The Metro Station closest to the venue shall be no more than a ten (10)-minute Metro ride from the White Flint Metro Station located adjacent to the NRC Headquarters facility at 11555 Rockville Pike, Rockville, MD 20852.

OR

1. The venue shall be within a five (5)-minute shuttle ride of a Metro Station;
2. The Metro Station closest to the venue shall be no more than a ten (10)-minute Metro ride from the White Flint Metro Station located adjacent to the NRC Headquarters facility at 11555 Rockville Pike, Rockville, MD 20852; and
3. During the week of each conference session, Contractor shall provide continuous shuttle service to and from the Metro Station and the venue from 7:00am to 9:00am Monday-Friday, from 4:00pm to 6:00pm Monday-Thursday, and from 11:00am to 1:00pm Friday. This continuous shuttle service shall have adequate capacity to transport 25 attendees to the venue within one hour.

MEETING SPACE:

Contractor shall provide the following meeting space for both sessions:

Mon, Wed, Thurs - 8AM-5PM:

- 2 meeting rooms with classroom style seating and 40 seats
- 2 meeting rooms with classroom style seating and 30 seats
- 1 meeting room with classroom style seating and 20 seats

Tues - 8AM-12PM:

- 1 large meeting room with theater style seating arrangement and 125 seats

Tues - 1PM-5PM:

- 2 meeting rooms with classroom style seating and 40 seats

2 meeting rooms with classroom style seating and 30 seats
1 meeting room with classroom style seating and 20 seats

Fri - 8AM-12PM:

2 meeting rooms with classroom style seating and 40 seats
2 meeting rooms with classroom style seating and 30 seats
1 meeting room with classroom style seating and 20 seats

Mon-Thurs – 7AM-5PM

Registration area with two tables and two chairs

Fri – 7AM-12PM

Registration area with two tables and two chairs

VIDEO EQUIPMENT AND PERSONNEL:

Contractor shall provide the following video equipment and personnel for each meeting room of both sessions each day of the conference:

Contractor shall provide all equipment and personnel necessary for the Contractor to concurrently video-record the meetings conducted simultaneously in each conference room throughout the duration of the training conference.

The Contractor is responsible for producing a professional video of each meeting, including but not limited to 1) using professional equipment, 2) providing all speakers, amplifiers, sound boards, and/or other equipment necessary to adequately record sound for the videos, and 3) ensuring there is adequate lighting to record images for the videos.

On Friday, at the conclusion of each of the two sessions, the Contractor shall provide the NRC COR with the videos of each of the meetings on a portable hard drive(s) in a PC compatible editable electronic file format. Minimum resolution shall be 1280 x 1024 pixels. Files shall be delivered in one of the following acceptable file formats: .mov, .avi, .mpeg, .wmv, .mpg, .mp4., .wav, .wma, .vob, .dv, .mpg, .mpe, .m2v, .vob, .mod, .ac3, .m4v, .asf, or .asx.

ADDITIONAL AUDIO VISUAL EQUIPMENT:

Contractor shall provide the following audio visual equipment for each meeting room of both sessions each day of the conference:

Projector screen
Podium with microphone
Lapel microphone for speakers
Handheld microphone for the audience
Projector
Flip chart
Easel

Contractor shall provide the following equipment for the registration area of both sessions each day of the conference:

Easel