

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. M0002		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. ZEROREQ-NRR-15-0229	
5. PROJECT NO. (If applicable) 1 18		6. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP 3WFN-05-C64MP WASHINGTON DC 20555-0001		7. ADMINISTERED BY (If other than Item 6)	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) IDONEOUS EDUCATIONAL SERVICES INC ATTN SAVENA ALLEN 129 FARMGATE LANE SUITE 100 SILVER SPRING MD 209055735		9A. AMENDMENT OF SOLICITATION NO. (x)		9B. DATED (SEE ITEM 11)	
CODE 197632826 FACILITY CODE		10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-20-15-E-0004 x		10B. DATED (SEE ITEM 13) 12/05/2014	

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

The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers  is extended.  is not extended.  
 Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
N/A

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

CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 - Changes
	D. OTHER (Specify type of modification and authority)

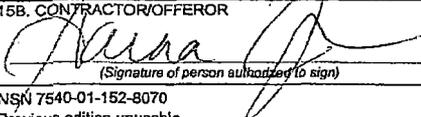
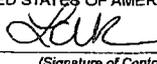
E. IMPORTANT: Contractor  is not.  is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
 SBA: 0353/15/500538  
 The purpose of this modification is to (1) increase the labor hours ceiling by \$56,318.00 from \$56,318.00 to \$112,636.00, which will increase the overall ceiling to \$854,190.08; (2) increase the estimated quantity of hours in CLIN 0010 as follows: Project Manager by 60 hours from 60 hours to 120 hours; Technical Editor by 320 hours from 320 hours to 640 hours; and Document Specialist by 320 hours from 320 hours to 640 hours; (3) to revise the price schedule; (4) change the Alternate COR, and (5) revise the Statement of Work.

See Page 2 for Details.

All other terms and conditions remain unchanged.

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

15A. NAME AND TITLE OF SIGNER (Type or print) Savena J. Allen, President's CEO		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) LISA A. KAUFFMAN	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)		16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)	
15C. DATE SIGNED 9/10/15		16C. DATE SIGNED 9/10/15	

NSN 7540-01-152-8070  
Previous edition unusable

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA  
FAR (48 CFR) 53.243

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 29 2015

ADM002

The purpose of this modification is to (1) increase the labor hours ceiling by \$56,318.00 from \$56,318.00 to \$112,636.00, which will increase the overall ceiling to \$854,190.08; (2) increase the estimated quantity of hours in CLIN 0010 as follows: Project Manager by 60 hours from 60 hours to 120 hours; Technical Editor by 320 hours from 320 hours to 640 hours; and Document Specialist by 320 hours from 320 hours to 640 hours; (3) to revise the price schedule; (4) change the Alternate COR, and (5) revise the Statement of Work.

Accordingly, the following changes have been made:

**B.3 CONSIDERATION AND OBLIGATION — LABOR-HOUR CONTRACT (AUG 2011)**

(a) The ceiling price to the Government for the labor hour portion for full performance under this contract is \$112,636.00.

**B.5 PRICE/COST SCHEDULE FIRM-FIXED PRICE**

CLIN	DESCRIPTION	EST. QUANTITY	UNIT PRICE	UNIT	EST. TOTAL
001	TASK 1: ORIENTATION			LOT	
002	TASK 2: DRAFT SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT			EACH	
003	TASK 3: FINAL SUPPLEMENTAL ENVIRONMENTAL IMPACT STATEMENT			EACH	
004	TASK 4: SAFETY EVALUATION REPORT WITH OPEN ITEMS			EACH	
005	TASK 5: FINAL SAFETY EVALUATION			EACH	
006	TASK 6: SCOPING SUMMARY REPORT			EACH	
007	TASK 7: AMP AUDIT REPORT			EACH	
008	TASK 8: MEDICAL ISOTOPE PRODUCTION FACILITY EIS			EACH	
009	TASK 9: MONTHLY STATUS REPORT AND LICENSE FEE RECOVERY COST REPORT			EACH	
<b>FIRM FIXED-PRICE SUBTOTAL</b>					<b>\$741,554.08</b>

**LABOR HOURS**

CLIN	DESCRIPTION	EST. QUANTITY	UNIT PRICE	UNIT	EST. TOTAL
0010	TASK 10: RELATED SUPPORT				
0010A	PROJECT MANAGER			HOUR	
0010B	TECHNICAL EDITOR			HOUR	
0010C	DOCUMENT SPECIALIST			HOUR	
<b>LABOR HOURS SUBTOTAL</b>					

<b>TOTAL</b>					<b>\$854,190.08</b>
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**G.1 2052.215-71 CONTRACTING OFFICER REPRESENTATIVE AUTHORITY (NOVEMBER  
2006)**

**ALTERNATE CONTRACTING OFFICER REPRESENTATIVE (COR)**

Name: Daneira Melendez-Colon

Address: 11555 Rockville Pike  
Mail Stop OWFN 11 F1  
Rockville, MD 20852

Telephone Number: 301-415-3301

E-mail Address: [Daneira.Melendez-Colon@nrc.gov](mailto:Daneira.Melendez-Colon@nrc.gov)

## SECTION C - 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 Title 10 of the *Federal Code of Regulations* Part 51 (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 license renewal applications to address radiological and non-radiological environmental issues titled the "Standard Review Plans for Environmental Reviews for Nuclear Power Plants, Supplement 1: Operating License Renewal," NUREG-1555, Supplement 1, Rev. 1 issued June 2013 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 NUREG-1800, "Standard Review Plan for Review of License Renewal Applications for Nuclear Power Plants," Revision 2 issued December 2010 (SRP-LR) 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). The staff also issues a Scoping Summary Report which supports the SEIS and an Aging Management Program (AMP) Audit Report which supports the SER. For each nuclear power plant 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, one final SER, one Scoping Summary Report and one Aging Management Program (AMP) Audit Report.

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 can 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 can range from 600–950 pages and are typically about 800 pages in length.

The Scoping Summary Report documents responses to comments that were determined to be outside the scope of the environmental review. For in-scope comments, the staff will consider the comments in the development of the SEIS. The Scoping Summary Reports can range from 50-70 pages and are typically about 60 pages in length. All LRAs and two medical isotope production facility ERs will have Scoping Summary Reports (total of 9).

The Aging Management Program (AMP) Audit Report documents the audit of the applicant's AMPs and related documentation to verify the applicant's claim of consistency with the Generic Aging Lessons Learned (GALL) Report. The AMP Audit Reports can range from 100-140 pages and are typically about 120 pages in length.

The Environmental Assessment (EA) and Environmental Impact Statement (EIS) for medical isotope production facility license applications document the staff's review of the ER and facility-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 EIS as a NUREG. The EA can range from 100-300 pages, and the EIS can range from 300-400 pages.

Additional documents that may require editing under separate task orders include, but are not limited to, supplements to the final SER, supplements to the FSEIS, errata to the SER, errata to the FSEIS, and tables and appendices for the SER and SEIS. Task 10 work may be included in task orders with other fixed price tasks, or issued as a standalone task order.

The NRC has completed its review of, and has issued the above documents for 42 LRAs to date. The staff estimates that it will require editing of the above documents for seven new LRAs within the next five years, as well as up to three EISs and three Supplemental SERs.

## **2. OBJECTIVE**

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, SERs, Scoping Summary Reports and AMP Audit Reports for LRAs, as well as other documents related to nuclear facility licensing.

## **3. TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED**

- a. 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).
- b. 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.
- c. 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 according to NRC guidance.
- d. The contractor personnel shall have expertise in the use of Microsoft® Office Word 2010 or current NRC designated word processing software, as directed by the Contracting Officer's Representative (COR).
- e. 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 résumés, is accurate and truthful.

- f. If any work will be subcontracted or performed by consultants, the contractor shall obtain the NRC CO's or COR'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**

Task orders will include the following: SEIS, SER, Scoping Summary Report and AMP Audit Report assignments (Tasks 2-7) for each LRA as the staff receives them from the contractor. However, there may be circumstances when a task order will include specific tasks if it is expected that other tasks will not be started due to schedule or another reason. Other document editing assignments will be made through individual Task Orders. A list of anticipated LRAs and their receipt dates is located at:

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

The COR will provide the contractor with the LRA, SEIS template, SER framework, and technical input required to prepare the documents at issuance of the task order.

The COR will provide the contractor with a printed and/or electronic representation of how the deliverables should appear, typically a published example of a completed document. Additionally, the COR will provide the initial draft documents in their general format during the execution of each Task 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 document. The contractor shall also provide resumes for staff proposed to work under this contract.

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

The contractor shall furnish the necessary qualified personnel; materials; equipment; travel; and other services needed to meet the requirements described in the Statement of Work (SOW) for this effort.

This SOW covers multiple LRAs; therefore, overlapping of activities is expected. This also includes overlapping of tasks for each LRA, and overlapping of LRA related task orders with medical isotope production facility task orders.

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

unless otherwise directed by the COR or CO. The contractor shall be responsible for structuring the deliverable to follow Federal and agency standards for publications. The current agency word processing standard is Microsoft® Office Word 2010 but will transition to Microsoft® Office Word 2013 during the course of this contract. The contractor shall use the version of this agency standard as designated by the COR. The source and PDF files shall be automated structured, and reusable (i.e., applies templates, contain automatic bookmarks, have "live" Web links). 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 (i.e., print the paper copy from the PDF, which is generated from the Microsoft® Office Word 2010 file).

Electronic files (final deliverables) shall be:

- Accessible: comply with Section 508 of the Rehabilitation Act; 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.
- Archival: generate PDF using Adobe Acrobat Professional X with NRC downloaded NRC distiller and preflight profiles or NRC designated PDF generator and PDF/A format, an international standard for archival PDFs; embed fonts; update/delete metadata (<http://www.nrc.gov/site-help/electronic-sub-ref-mat.html>).
- Print-ready: minimum 600 dpi (1,200 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).
- Web-enabled (electronic): bookmarks for navigation (generated by Microsoft® Office Word 2010, or current NRC designated word processing software, as directed by the COR, 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 agency-wide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).
- Free of any restrictions in their use, to include password protections on the document or style sheet.

Specifically, the Microsoft® Office Word 2010 file shall use the following:

- Styles
- Automated formatting (no manually tabbed columns)
- Linked bookmarks or anchors for the table of contents or other document guides that jump to specific sections of the text
- Headers and other structural markup
- Abbreviation list
- Listed and linked figures, equations, tables, etc.
- Formatted tables with simple columns (do not nest tables, mark column headers if possible)

- Embedded fonts and objects

The contractor shall use the following guidelines for file names:

- Use ASCII letters (a-z, A-Z), digits (0-9), underscores and hyphens ("\_" and "-")
- Do not use spaces, quotation marks, diacritic marks or other special/non-printing characters
- 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 following standards in:

- U.S. Government Printing Office (GPO) Style Manual
- NUREG-0650, "Preparing NUREG-series Publications," Revision 2
- NUREG-1379, "NRC Editorial Style Guide," Revision 2
- NUREG-0544, "NRC Collection of Abbreviations," Revision 4
- License Renewal Project Manager Handbook, Attachment 9, "Safety Evaluation Report (SER) Style Guide"
- License Renewal Project Manager Handbook, Attachment 29, "Safety Evaluation Report Writing Guide Lines and Samples"
- EIS Style Guide
- M.D 3.7, "NUREG-Series Publications"
- [www.plainlanguage.gov](http://www.plainlanguage.gov)
- Section 508 of the Rehabilitation Act

In cases where the EIS and SER style guides conflict with the *NRC Editorial Style Guide*, the contractor shall follow the SER and EIS style guides. The COR may require the contractor to deviate from the guidance documents listed above, if the guidance documents are being revised or new guidance is being developed.

The contractor shall be responsible for the following document properties:

- Layout
- Assembly
- Formatting
- Version control
- Producing a production-ready document

The contractor shall be responsible for services to improve the quality, clarity, and consistency of the SEIS and SER. Specifically, the contractor shall be responsible for recommending corrections and incorporating changes approved by the staff to include:

- Verifying the message is a coherent and logical flow of ideas
- Correcting syntax, grammar, spelling, and punctuation in accordance with NRC guidance
- Ensuring consistent use of terms, acronyms, abbreviations, and symbols
- Correcting disagreement of the subject and verb and faulty parallelisms
- Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
- Ensuring consistency and accuracy of heading styles, headers, and footers
- Consistency of equations
- Verifying consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness

- Verifying the accuracy of references and cross-references
- Verifying references are available to the public
- Developing a table of contents in accordance with applicable style guides
- Developing an index in accordance with applicable style guides
- Ensuring consistency of text, figures, table headings, and section headings with the table of contents
- Verifying pagination (page numbers are consistent with the table of contents and index)

The final deliverable document for Tasks 2, 3, 4, 5, 6 and 7 shall:

- Be provided in the NRC-approved version of Microsoft ® Office Word 2010 or NRC designated word processing software, as directed by the COR
- Be provided in a PDF format generated by Adobe Acrobat Professional X or NRC designated PDF generator
- Be delivered "camera ready" on CD-ROM
- Meet the requirements above of "Electronic files shall be--"
- Meet the requirements above of "Specifically, the Microsoft ® Office Word 2010 file shall use--"
- Meet the requirements above of "The contractor is responsible for services to improve the quality, clarity, and consistency of the SEIS and SER--"

The standard scope of work for each SEIS and SER preparation is described in the following tasks. The below descriptions are provided as general background information only. Specific, detailed information for the requested tasks will be provided in individual task orders, which will include one or more tasks associated with a project. Tasks 2 and 3 are related and focus on the successful completion of the SEIS. Tasks 4 and 5 are related and focus on the successful completion of the SER.

#### **Task 1.        Orientation**

The contractor team shall attend a one-time 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 meeting with the license renewal project managers, writing sessions, or training sessions on technical editing at the direction of the COR as part of the orientation effort, for up to 16 hours.

#### **Task 2.        Draft Supplemental Environmental Impact Statement**

For the first deliverable, the COR will provide an electronic version of the plant-specific DSEIS template in a word processing source file for contractor modification and use. The contractor shall become familiar with the SEIS framework. For each application as identified by task order, the contractor shall incorporate specific technical environmental evaluation input and additional information as provided by the COR into the plant-specific DSEIS template. The contractor

shall, as necessary, insert placeholders for certain future technical evaluation input and additional information not yet available, as identified by the COR. 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 provided by the COR. Recommended technical editorial changes to the specific technical environmental evaluation input and additional information shall be provided to the COR 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 COR will provide content, comments and revisions to the DSEIS to the contractor in numerous batches, requiring turnaround within one work day in certain cases, as directed by the COR. The contractor shall revise the DSEIS based on comments and revisions provided by the COR and submit a final DSEIS.

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 COR. The staff will review the DSEIS and provide comments to the contractor. The contractor shall revise and provide the final DSEIS based on comments from the COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 3. Final Supplemental Environmental Impact Statement (FSEIS)**

For each task as identified by task order, the contractor shall incorporate specific technical evaluation input as provided by the COR to fill any placeholders in the DSEIS that was provided by the COR. The contractor shall also revise the FSEIS based on additional information as provided by the COR. 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 provided by the COR. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the COR 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 and the DSEIS to the COR for the staff's review. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the COR will provide comments and revisions to this FSEIS to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR. The contractor shall revise the FSEIS based on comments and revisions provided by the COR and submit a final FSEIS that is camera ready for NUREG publications. The schedule for completing Task 4 will be mutually agreed upon and in alignment with the staff's review schedule.

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 COR. 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 staff will review the FSEIS and provide comments to the contractor. The contractor shall revise and provide the FSEIS based on comments from the COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 4.        Safety Evaluation Report with Open Items**

For the first deliverable, the COR will provide an electronic version of the plant-specific SER template in a word processing source file for contractor modification and use. The contractor shall become familiar with the SER framework. For each application as identified by task order, the contractor shall incorporate specific technical safety evaluation input and additional information as provided by the COR 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 COR. 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 provided by the COR. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the COR 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 COR will provide comments and revisions to the SER with open items to the contractor in numerous batches, requiring turnaround within one work day in certain cases, as directed by the COR. The contractor shall revise the SER with open items based on comments and revisions provided by the COR and submit a final SER with open items. The schedule for completing Task 3 will be mutually agreed upon and in alignment with the staff's review schedule.

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 staff 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 COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 5.        Final Safety Evaluation Report**

For each task as identified by task order, the contractor shall revise the SER with open items based on additional information as provided by the COR. The contractor shall also incorporate specific technical evaluation input as provided by the COR to close the Open and Confirmatory items in the SER with open items that was provided by the COR. 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 provided by the COR. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the COR 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 and the SER with open items, to the COR for NRC review. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the COR will provide comments and revisions to this SER to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR. The contractor shall revise the SER based on comments and revisions provided by the COR and submit a final SER that is camera-ready for NUREG publications. The schedule for completing Task 5 will be mutually agreed upon and in alignment with the staff's review schedule.

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 COR. 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 staff will review the SER and provide comments to the contractor. The contractor shall revise and provide the SER based on comments from the COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 6.        Environmental Scoping Summary Report**

For each task as identified by task order, the contractor shall provide the necessary technical editor review of the Scoping Summary Report to ensure the document is complete and meets the NRC publication requirements. Recommended technical editorial changes to the staff's responses to comments and additional information shall be provided to the COR in a track changes format for review before incorporation into the Scoping Summary Report. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the COR will provide comments and revisions to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR. The contractor shall revise the Scoping Summary Report based on comments and revisions provided by the COR and submit a final Scoping Summary Report.

The deliverable is a cover-to-cover plant-specific Environmental Scoping Summary Report based on technical and administrative information in the LRA or the medical isotope production facility environmental report (ER), and supplemental information as provided by the COR. The COR will provide a draft version of the document for initial editing and formatting by the contractor. The contractor shall provide the necessary review of the report to ensure it conforms to the requirements set forth in section 4 of this SOW, and provide suggested edits, corrections and comments. The staff will review the draft document with corrections and either accept the changes or provide comments to the contractor. The contractor shall incorporate the final revisions and provide the final deliverable document based on comments from the COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 7.        Aging Management Program (AMP) Audit Report**

For each task as identified by task order, the contractor shall provide the necessary technical

editor review of the AMP Audit Report to ensure the document is complete and meets the NRC publication requirements. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the COR in a track changes format for review before incorporation into the AMP Audit Report. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the COR will provide comments and revisions to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR. The contractor shall revise the AMP Audit Report based on comments and revisions provided by the COR and submit a final AMP Audit Report.

The deliverable is a cover-to-cover plant-specific Aging Management Program Audit Report based on technical and administrative information in the LRA and supplemental information, as provided by the COR. The COR will provide a draft version of the document for initial editing and formatting by the contractor. The contractor shall provide the necessary review of the report to ensure it conforms to the requirements set forth in section 4 of this SOW, and provide suggested edits, corrections and comments. The staff will review the draft document with corrections and either accept the changes or provide comments to the contractor. The contractor shall incorporate the final revisions and provide the final deliverable document based on comments from the COR in accordance with the delivery schedule in section 9, "Deliverables".

**Task 8. Medical Isotope Production Facility Environmental Assessment (EA) or Environmental Impact Statement (EIS)**

The Environmental Impact Statement for medical isotope production facilities, which is similar in scope and review methodology to the SEIS but is approximately 80% of the document length, will be edited under this task. Additionally, the medical isotope production facility review may only require an Environmental Assessment, which is considerably smaller in scope and length. The document type and level of effort, as well as specific requirements for the editing and deliverables, will be described in the task order.

**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 15<sup>th</sup> 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 CO, COR, DLR\_RPOBResource@nrc.gov, and Karenina.Newell@nrc.gov. 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 task 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 task 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.

#### **Task 10. Related Support**

As directed by task order, which shall only be agreed upon by the contractor and the CO, the contractor shall provide up to 1,400 person-hours of related support to assist with producing additional documents, as needed. The contractor shall inform the COR of any related support they foresee for a particular task order. Examples of additional documents may include: supplements to the final SER, supplements to the FSEIS, errata to the SER, errata to the FSEIS, and tables and appendices for the SER and SEIS. The scope of work, resources, and completion time for each document under this task will be agreed upon by the contractor and the CO prior to starting the activity.

### **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, 3-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, Maryland per year.
- Bi-weekly, 30 minute teleconferences per year.
- One, 1-hour "Kick-off" teleconference for each LRA (up to 7)
- One, 1-hour "Kick-off" teleconference for each medical isotope production facility EIS or large/complex "additional support" task orders issued (up to 3)

## **7. NRC FURNISHED MATERIALS**

The COR will provide the contractor with the LRAs and the SEIS and SER framework to support tasks 2-5 and task 8. The COR will provide draft documents for Tasks 6 and 7 that are generally in the appropriate format. The COR 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," Revision 2, is available through ADAMS at:  
<http://www.nrc.gov/reading-rm/adams.html#web-based-adams> (Accession No. ML093280744)

NUREG-0544, "NRC Collection of Abbreviations," Revision 4, is available through ADAMS at:  
<http://www.nrc.gov/reading-rm/adams.html#web-based-adams> (Accession No. ML041050544)

An electronic copy of MD 3.7, "NUREG-Series Publications" will be provided if requested by the contractor.

## **8. LICENSE FEE**

The work performed under this SOW is license fee recoverable

## **9. DELIVERABLES**

Specific, detailed information for the requested tasks and deliverables will be provided in individual task orders, which will include one or more tasks associated with a project. The contractor shall provide the deliverables listed below in two electronic formats (Microsoft® Office Word 2010 or NRC designated word processing software and PDF file using Adobe Acrobat Professional X or NRC designated PDF) and a hard copy printed from the PDF file to the COR. The final deliverables for each task shall not have any restrictions in their use by the government. If document protections are employed during the editing process as part of a version control methodology, an additional unprotected version of the final deliverable for government records and future use must be provided.

A "Final Draft", as required in Task 2 and Task 4 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 3 and Task 5 below, refers to the draft of the final document incorporating comments and mark-ups as directed by the COR. The "Draft Final" is the final camera-ready document to be published in accordance with NUREG publishing requirements.

The NRC has an expectation that the contractor will 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. If, due to multiple tasks under this contract being performed simultaneously, the below delivery schedules are unachievable, the contractor shall coordinate with the COR to prioritize work and agree on an acceptable delivery schedule.

Because of the strict project schedule and multiple NRC contributors to the documents, it is expected the COR will provide comments and revisions to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR.

The following are standard deliverable due dates for each of the tasks:

- Task 2. Draft SEIS (DSEIS)
  - a. First Draft Due: no later than 2 weeks from contractor receipt of draft.
  - b. Final Draft Due: no later than 1 week from final input from COR.
  
- Task 3. Final SEIS (FSEIS)  
Draft and track changes comparison document
  - a. First Draft Due: no later than 2 weeks from contractor receipt of draft.
  - b. Draft Final Due: no later than 1 week from final input from COR.
  
- Task 4. SER with Open Items
  - a. Draft Due: no later than 2 weeks from contractor receipt of draft.
  - b. Final Draft Due: no later than 1 week from final input from COR.
  
- Task 5. Final SER  
Draft and track changes comparison document
  - a. Draft Due: no later than 2 weeks from contractor receipt of draft.
  - b. Draft Final Due: no later than 1 week from final input from COR.
  
- Task 6. Environmental Scoping Summary Report
  - a. Draft Due: no later than 1 week from contractor receipt of draft.
  - b. Draft Final Due: no later than 1 week from final input from COR.
  
- Task 7. AMP Audit Report
  - a. Draft Due: no later than 1 week from contractor receipt of draft.
  - b. Draft Final Due: no later than 1 week from final input from COR.
  
- Task 8. EIS  
Draft and track changes comparison document
  - c. First Draft Due: no later than 2 weeks from contractor receipt of draft.
  - d. Draft Final Due: no later than 1 week from final input from COR.
  
- Task 9. Monthly Status Report and License Fee Recovery Cost Report
  - a. Due: By the 15<sup>th</sup> of each month.
  
- Task 10. Task Orders for Related Support
  - a. Due: As specified in Task Order delivery schedule