



UNITED STATES  
NUCLEAR REGULATORY COMMISSION  
WASHINGTON, D. C. 20555

OCT 23 1980

MEMORANDUM FOR: Those on Attached List

FROM: James J. Jenkins, Sr. Human Factors Analyst  
Division of Systems and Reliability Research  
Office of Nuclear Regulatory Research

SUBJECT: HUMAN FACTORS SOCIETY CONTRACT AND COORDINATION

On October 8, 1980 representatives from CON, DC, DHFS, RSSB, IE, ELD, OPE and RES met with Dr. H. Snyder and Dr. H. Price of the Human Factors Society and separately thereafter to discuss the key concerns, timetable and fiscal responsibilities for the sole source procurement from the Human Factors Society. This memo documents the major results and action items from that meeting.

Dr. Snyder stated that the actual cost of the contract cannot be precisely estimated now or in the near future because the Society has no overhead category and all costs will be direct charge, the scope of the effort cannot be a Level of Effort for "X" man-months and the prior goals of 18 calendar months and 9 man-years will be constraints, but not firm requirements. He does not really know how much the job will cost. He reported that about 40-45 resumes of well-qualified professionals were received and requested that NRC make clear very soon the groundrules for conflict-of-interest so that a prompt sorting of unacceptable personnel can be done. Mr. Montgomery said he would provide a quick turnaround for conflict of interest evaluations. Dr. Snyder noted that a 30 day extension in the RFP response data will be requested because of delays in its receipt. The content of the proposal itself was discussed and it was foreseen that minimal technical information and maximum pricing data would be submitted. Dr. Snyder also said that the Society expects NRC to furnish office space for the researchers' use, on less than full time basis; to provide training in fundamentals of nuclear plant operation; and on occasion to provide expertise in other technical areas, example: design.

The following action items were identified:

- a. A Research Review Group will be established among the Offices and Divisions represented to provide comments and assessments as the program develops and to be points of contact and communications within NRC for liaison to the respective Offices and Divisions. The Chairman will be from RES.

OCT 23 1980

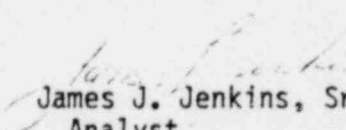
- b. The funding will be provided by FY 1980 and 1981 funds as follows (\$K):

RES - 390  
NRR - 100  
IE - 100  
SD - 100

\$690K

In the event that the total of \$690K is not required, RES will reduce its portion. Funding data will be supplied to Mr. K. Morton, DC, who is the Contracting Officer.

- c. The NRC Technical Monitor and principal point of contact is Mr. J. Jenkins, RES/DSRR, x28388. He will advise the respective Offices and Divisions of the meetings, provide progress reports, and keep the Review Group informed of progress, arrange for the Society's training needs and office services and provide technical direction to the Society.
- d. The Contracting Officer is Mr. K. Morton. He will handle all contractual matters. Because of the unique circumstances of the Society's position, he thought that a letter contract would be issued and would be definitized at a later date.
- e. Dr. Snyder will contact either Mr. Morton or Mr. Jenkins after the Executive Council of the Society has met to provide an expected date of the proposal and to request information, as needed.

  
James J. Jenkins, Sr. Human Factors  
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Addressees - Memorandum Dated October 23, 1980

K. Morton, DC  
J. Kramer, DHFS  
R. Ireland, DHFS  
E. Triner, CON  
J. Montgomery, OPE  
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