



PDR P1-37

UNITED STATES  
**NUCLEAR REGULATORY COMMISSION**  
 WASHINGTON, D.C. 20555-0001

FEB 17 1994

Science & Engineering Associates, Inc.  
 ATTN: Ms. Ilene Colina  
 Contract Administrator  
 SEA Plaza  
 6100 Uptown Boulevard, N.E.  
 Albuquerque, New Mexico 87110

Dear Ms. Colina:

SUBJECT: TASK ORDER NO. 25, ENTITLED "EMERGENCY OPERATING  
 PROCEDURES INSPECTION - H.B. ROBINSON"  
 UNDER CONTRACT NO. NRC-03-93-036

In accordance with Section G.5(c) of the subject contract, entitled "Task Order Award," this letter definitizes the subject task order. This effort shall be performed in accordance with the enclosed Statement of Work, and the Contractor's proposal dated February 8, 1994.

Task Order No. 25 shall be in effect from March 7, 1994 through May 31, 1994, with a cost ceiling of \$25,289. The amount of \$24,242 represents the total estimated reimbursable costs, the amount of \$1,042 represents the fixed fee, and the amount of \$5 represents the facility's capital cost of money.

The accounting data for the subject task order is as follows:

B&R No.:	420-19-15-08-0
Job Code No.:	J-2012-4
Appropriation No.:	31X0200.420
BOC No.:	252A
NRR Unique Identifier:	2094091A
Obligated Amount:	\$25,289

The following individuals are considered to be essential to the successful performance of the work hereunder: James Lynch and Valerie Barnes.

The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Contract Clause H.1, Key Personnel.

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Your contacts during the course of this task order are:

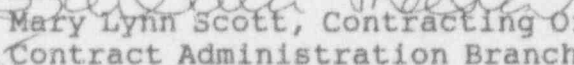
Technical Matters: Ms. Karen Pulsipher  
Project Officer  
(301) 504-1216

Contractual Matters: Ms. Amy Siller  
Contract Administrator  
(301) 492-8027

The issuance of this task order does not amend any terms or conditions of the subject contract.

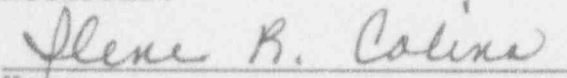
Please indicate your acceptance of this task order by having an official, authorized to bind your organization, execute three (3) copies of this document in the space provided and return two (2) copies to the U.S. Nuclear Regulatory Commission, ATTN: Ms. Amy Siller, Division of Contracts and Property Management, P-902, ADM/DCPM/CAB1, Washington, D.C. 20555. You should retain the third copy for your records.

Sincerely,

  
Mary Lynn Scott, Contracting Officer  
Contract Administration Branch No. 1  
Division of Contracts and  
Property Management  
Office of Administration

Enclosure:  
As stated

ACCEPTED:

  
Name

Contract Administrator

Title

23 Febraury 1994

Date

Statement of Work For  
Task Order No. 25 Under FIN J 2012-4  
Contract No. NRR-93-036

Title: Emergency Operating Procedures  
Inspection - H.B. Robinson

NRC Project Manager: Karen Pulsipher, NRR (301-504-1216)  
Technical Monitor: Jesse Arildsen, NRR (301-504-1026)  
Team Leader: Walter Rogers, RII (404-331-5542)

Inspection Report: 50-261/94-  
NRR Priority Number: 2

BACKGROUND

SEA assists NRR in the conduct of regionally led inspections related to human performance. Assistance is provided in the areas of training and qualification effectiveness, emergency operating procedures, and investigation of events identified as having a potential human performance root cause. The NRC staff has selected the H.B. Robinson Steam Electric Plant as a site to conduct an emergency operating procedure follow-up inspection. The inspection will be performed in accordance with Inspection Procedure 42001.

OBJECTIVE

The objective of this task order is to obtain expert technical expertise to assist the NRC inspection team in the performance of the subject emergency operating procedure follow-up inspection at H.B. Robinson Steam Electric Plant and to provide input to the inspection report based on the inspection findings in a format specified by the NRC inspection Team Leader.

TECHNICAL AND OTHER SPECIAL QUALIFICATIONS REQUIRED

Two human factors specialists with expertise in the review and assessment of EOPs are required for this inspection. One of these persons will be a senior human factors specialist capable of independent work and supervision of the other contract specialist. Eligibility for unescorted access at WNP-2 is required for this inspection. It is the responsibility of the contractor to assign technical staff, employees, subcontractors, or consultants who have the required educational background, experience, or combination thereof to meet both the technical and regulatory objectives of the work specified in this SOW. The NRC will rely on representations made by the contractor concerning the qualifications of the personnel assigned to this task order including assurance that all information contained in the technical and cost proposals, including resumes, is accurate and truthful.

## WORK REQUIREMENTS AND SCHEDULE

The contractor shall provide qualified specialists to assist the NRC staff in preparing for and conducting the H.B. Robinson Steam Electric Plant emergency operating procedure follow-up inspection and documenting inspection activities and findings. This inspection is scheduled to begin on or about March 14, 1994. Specific tasks under this task order are:

<u>Task</u>	<u>Scheduled Completion</u>
1. Prepare for the inspection by reviewing inspection-related background documentation and records as directed by the Technical Monitor or Team Leader, and prepare input for the inspection plan.	One working day prior to the on-site inspection efforts.
2. Assist the NRC inspection team during the on-site EOP inspection time by providing human factors engineering expertise as related to the review of the development, implementation, and maintenance of the EOPs. The activities performed during the inspection shall be in accordance with Inspection Procedure 42001, "Emergency Operating Procedures" and the inspection plan.	Completion coincident with the end of the inspection.
3. Provide the Team Leader with a written report detailing the inspection findings. The Team Leader shall use the contractor's input to prepare the NRC inspection report. Complete appropriate portions of a Human Factors Information System (HFIS) Plant Status Data Collection Form.	Input to the Team Leader coincident with the end of the on-site inspection effort.
4. Provide the Human Factors Assessment Branch of NRR with a copy of the written report of the inspection findings which was provided to the Team Leader and the HFIS Plant Status Data Collection Form completed in task 3.	One week after the completion of the on-site inspection effort.

### LEVEL OF EFFORT

The level of effort is estimated at 30 professional staff days, apportioned among the tasks for planning purposes:

<u>Tasks</u>	<u>Level of Effort (days)</u>
1 Technical effort	4.0
Project management	1.0
2 Technical effort	22.0
3 Technical effort	2.0
4 Project management	0.5
Clerical	0.5

### PERIOD OF PERFORMANCE

The period of performance is projected to be 45 days from initiation of work.

### DELIVERABLES

1. At the completion of task 1, the contractor shall provide the Team Leader with a summary of the findings from the review of inspection-related background documentation and records and with an inspection plan input.
2. At the completion of Task 2 and prior to the inspection team's exit meeting with the licensee, the contractor shall submit a summary of written notes, major observations, and findings pertinent to the inspection as specified by the Team Leader.
3. At the completion of Task 3, the contractor shall provide a final inspection report input to the Team Leader. The format and scope of this input shall be specified by the Team Leader. This input will serve as documentation of the contractor's inspection activities, efforts, and findings, and will be used by the NRC Team Leader for the preparation of the NRC's inspection report.
4. At the completion of Task 4, the contractor shall provide the Human Factors Assessment Branch of NRR with a copy of the final inspection report input which was provided to the Team Leader and the HFIS Plant Status Data Collection Form completed in task 3.

### MEETINGS AND TRAVEL

One, two-person, twelve day trip to the H.B. Robinson Steam Electric Plant in the Florence, SC area.

The contractor specialists will attend all coordination, planning, entrance, and exit meetings as specified by the Team Leader. The contractor specialists will coordinate all travel arrangements with the Team Leader.

NRC FURNISHED MATERIALS

Documents required to prepare for the emergency operating procedure follow-up inspection at H.B. Robinson Steam Electric Plant will be provided by the Team Leader.

APPLICABLE SPECIAL PROVISIONS

The work specified in this task order is licensee fee recoverable. The contractor shall provide fee recovery information in the monthly progress reports in accordance with the requirements of the basic contract.