

AWARD/CONTRACT

1. CONTRACT (Proc. Inst. Ident.) NO. NRC-03-83-101	2. EFFECTIVE DATE MAR 08 1983	3. REQUISITION/PURCHASE REQUEST/PROJECT NO. RPPA-NRR-83-101	4. CERTIFIED FOR NATIONAL DEFENSE UNDER BDSA REG. 2 AND/OR DMS REG. 1. RATING.
5. ISSUED BY U. S. Nuclear Regulatory Commission Division of Contract, AR-2223 Washington, D. C. 20555		6. ADMINISTERED BY <i>(If other than block 5)</i>	7. DELIVERY FOB DESTINATION <input type="checkbox"/> NATION <input type="checkbox"/> OTHER (See below)
8. CONTRACTOR NAME AND ADDRESS Professional Examining Service 475 Riverside Drive New York, New York 10115 Attn: Dr. Maureen Kaley		9. DISCOUNT FOR PROMPT PAYMENT	10. SUBMIT INVOICES (4 copies unless otherwise specified) TO ADDRESS SHOWN IN BLOCK 12
11. SHIP TO/MARK FOR U. S. Nuclear Regulatory Commission Division of Human Factors Safety Washington, D. C. 20555		12. PAYMENT WILL BE MADE BY U. S. Nuclear Regulatory Commission Office of Resource Management Division of Accounting and Finance Washington, D. C. 20555	

13. THIS PROCUREMENT WAS ADVERTISED, NEGOTIATED, PURSUANT TO: 10 U.S.C. 2304 (a)(1) 41 U.S.C. 252 (c)(3)

14. ACCOUNTING AND APPROPRIATION DATA
20-19-30-11-4 FIN: B8638 Approp. No. 31X0200.203

15. ITEM NO.	16. SUPPLIES/SERVICES	17. QUANTITY	18. UNIT	19. UNIT PRICE	20. AMOUNT
	Test Item Writing Workshops for NRC Examiners				\$9,996.00

21. TOTAL AMOUNT OF CONTRACT \$ **99,996.00**

CONTRACTING OFFICER WILL COMPLETE BLOCK 22 OR 26 AS APPLICABLE

<p>22. <input checked="" type="checkbox"/> CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return <u>3</u> copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)</p>	<p>26. <input type="checkbox"/> AWARD (Contractor is not required to sign this document.) Year offer on Solicitation Number _____, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.</p>
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<p>23. NAME OF CONTRACTOR Professional Examination Service</p> <p>BY _____ (Signature of person authorized to sign)</p>	<p>27. UNITED STATES OF AMERICA</p> <p>BY _____ (Signature of Contracting Officer)</p>
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<p>24. NAME AND TITLE OF SIGNER (Type or print) Craig G. Schoon, President</p>	<p>25. DATE SIGNED 2/28/83</p>	<p>28. NAME OF CONTRACTING OFFICER (Type or print) John E. Rebello</p>	<p>29. DATE SIGNED 3/1/83</p>
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BACKGROUND

Examiner standards and procedures are currently under review to ensure that the operator licensing system yields the highest validity, reliability, and resource efficiency feasible. One factor adversely affecting examination reliability, and therefore, validity is the open-ended (essay-type) nature of the majority of examination test items currently found in license exams. In order to eliminate the subjectivity involved in the grading of examination responses, current efforts are focused towards increasing the proportion of objective test items in licensing examinations. In particular, the new NRC-administered requalification examination will consist primarily of objective-type examination questions (i.e. multiple-choice, true-false, matching, etc.).

Relative to open-ended questions, effective objective test items are more difficult to construct, particularly without proper training. Consequently, test item-writing workshops are required to instruct NRC examiners in the proper methods of item development, review and analysis. These workshops will also cover the proper method of ensuring that test items and the examination as a whole representatively samples the appropriate content and level of knowledge, regardless of the nature of the test item.

OBJECTIVE

To provide training to examiners in the development, assessment and analysis of objectively-based test items.

ARTICLE I - STATEMENT OF WORK

Developing and conducting three test item-writing workshops for NRC examiners. The contractor will work in preparing the workshop curriculum and materials (e.g., test specifications, item examples, training exercises, etc.) for a period of approximately one week. The contractor will then conduct three item writing workshops consisting of approximately 12 examiners in each. Each workshop will be conducted over a 2½ - 3 consecutive day period. Workshop sites will include OLB Headquarters (Bethesda, Maryland) and National Laboratories where contract examiners are based (specific laboratory sites to be decided in the future). Workshops will consist of lecture, discussion and practice exercises. The focus will be on development of test specifications, selection of appropriate question types, content, and level of knowledge, proper methods of item construction and review, and methods of fundamental item analysis. Emphasis will be on active participation and individual and group level feedback.

TASKS/MILESTONES

TIME NEEDED TO COMPLETE TASK

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|--|-----------------|
| 1. Development of workshop curriculum, agenda and materials. | 1 week |
| 2. Conducting workshops at OLB Headquarters and two National Laboratory sites. | 3 days/workshop |
| 3. Review meeting with project manager | 1 day |

REPORTING REQUIREMENTS

The contractor will submit one copy of all written materials used in developing and conducting workshops with the understanding that additional workshops may be conducted independently by the Project Manager. In addition, the contractor shall supply reference sources that could be helpful in running additional workshops by the project manager. Also a monthly business letter report is required.

MEETINGS AND TRAVEL

The contractor will meet with the project manager at NRC headquarters to discuss workshop curriculum and materials. Travel to workshop sites, including Bethesda and selected National Laboratories, is also required.

ARTICLE II - PERIOD OF PERFORMANCE

The period of performance shall commence upon effective date of this contract and all work shall be completed by September 30, 1983.

ARTICLE III - CONSIDERATION

In full consideration of the Contractor's performance hereunder, the NRC shall pay the Contractor \$3,332.00 after the successful completion of each course.

ARTICLE IV - OBLIGATIONS

The amount presently obligated by the NRC with respect to this contract is \$9,996.00.

ARTICLE V - PAYMENT

Payment shall be made in accordance with Clause 2 of the General Provisions entitled "Payments" as soon as possible after completion and acceptance of each course, upon submission by the contractor of voucher(s) in a form satisfactory to the Contracting Officer, provided, however, that said payment(s) shall not be deemed to prejudice any rights which the Government may have by law or under other provisions of this contract.

INTEREST ON OVERDUE PAYMENTS

- (a) The Prompt Payment Act, Public Law 97-177 (96 STAT. 85 31 USC 1801) is applicable to payments under this contract and requires the payment of interest to contractors on overdue payments and improperly taken discounts.
- (b) Determinations of interest due will be made in accordance with the provisions of the Prompt Payment Act and Office of Management and Budget Circular A-125.

PAYMENT DUE DATE

- (a) Payments under this contract will be due on 30 calendar days after the later of:
 - (1) The date of actual receipt of a proper invoice (original and two

copies) to the U.S. Nuclear Regulatory Commission, Division of Accounting and Finance, Office of Resource Management, ATTN: GOV/COM Accounts Section, Washington, D. C. 20555.

- (2) The date the deliverable products(s)/services performed are accepted by the Government.
- (b) For the purpose of determining the due date for payment and for no other purpose, acceptance will be deemed to occur 30 calendar days after the date of delivery of the deliverable products/services performed in accordance with the terms of the contract.
- (c) The date of the check issued in payment shall be considered to be the date payment is made.

ARTICLE VI - GOVERNMENT FURNISHED MATERIALS

NRC will provide materials necessary for developing and conducting workshops, including examiner standards, selected examination questions, and reference material currently used by examiners in developing test questions (e.g., technical specifications utility training materials, etc.).

ARTICLE VII - PROJECT OFFICER

Susan Shankman is hereby designated as the Contracting Officer's authorized representative (hereinafter referred to as Project Officer) for technical aspects of this contract. The Project Officer is not authorized to approve or request any action which results in or could result in an increase in contract cost; nor terminate or settle any claim or dispute arising under the contract; nor issue any unilateral directive whatsoever.

The Project Officer is responsible for:

1. monitoring the Contractor's technical progress, including surveillance and assessment of performance, and recommending to the Contracting Officer changes in requirements;
2. interpreting the statement of work;
3. performing technical evaluation as required;
4. performing technical inspection and acceptances required by this contract; and
5. assisting the Contractor in the resolution of technical problems encountered during performance.

Within the purview of this authority, the Project Officer is authorized to review all costs requested for reimbursement by the Contractor and submit recommendations for approval, disapproval, or suspension for supplies or services required under this contract. The Contracting Officer is responsible for directing or negotiating any changes in terms, conditions, or amounts cited in the contract.

For guidance from the Project Officer to the Contractor to be valid, it must:

1. be consistent with the description of work set forth in the contract;
2. not constitute new assignment of work or change of the expressed terms, conditions, or specifications incorporated in to this contract.
- 3.- not constitute a basis for an extension to the period of performance or contract delivery schedule; and
4. not constitute a basis for any increase in the contract price.

ARTICLE VIII - INSPECTION AND ACCEPTANCE

Acceptance of the services and final report to be delivered hereunder will be made by the Project Officer.

ARTICLE IX - GENERAL PROVISIONS

This contract is subject to the General Provisions entitled "Fixed Price Research and Development Contracts Under \$10,000.00" dated November 14, 1977, which incorporates the FPR Changes and Additions and NRC Additions, which is attached hereto and made a part hereof.

Clause 14 of the General Provisions entitled "Patent Rights - Acquisition by the Government" is deleted in its entirety.

ARTICLE X - KEY PERSONNEL

Dr. Maureen Maley is considered to be essential to the successful performance of the work hereunder and shall not be replaced without the prior approval of the Contracting Officer.