



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

APR 14 1994

Parameter, Inc.
ATTN: Richard A. Lofy
13380 Watertown Plank Road
Elm Grove, Wisconsin 53122

Dear Mr. Lofy:

Subject: Task Order No. 25, "Test Programs Team Inspection," at Palo Verde,
NRC-03-93-026

In accordance with Section G.4, Task Order Procedures, of the subject contract, this letter definitizes Task Order No. 25. The effort shall be performed in accordance with the enclosed Statement of Work and Parameter Inc.'s technical proposal dated March 30, 1994, incorporated herein by reference.

Task Order 25 shall be in effect from April 18, 1994 through July 1, 1994, with a cost ceiling of \$31,573.22. The amount of \$30,670.80 represents the estimated reimbursable costs, the amount of \$74.40 represents the facilities capital cost of money, and the amount of \$828.02 represents the fixed fee. The amount presently obligated for this task order is \$31,573.22.

Accounting data for Task Order No. 25 are as follows:

B&R No.:	420-19-14-05-0
FIN No.:	J2062-4
BOC:	252A
RFPA No.:	20 94 137A
APPN No.:	31X0200.420
Obligated Amount:	\$31,573.22

The following individual is considered to be essential to the successful performance for work hereunder: D. Prevatte. 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.

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

250097
9406280296 940414
PDR CONTR
NRC-03-93-026 PDR

DF02'

Your contacts during the course of this task order are:

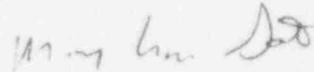
Technical Matters: Leta Brown, Project Officer
(301) 504-1232

Contractual Matters: Sharlene McCubbin, Contract Administrator
(301) 492-7764

Acceptance of Task Order No. 25 should be made by having an official, authorized to bind your organization, execute three copies of this document in the space provided and return two copies to the above Contract Administrator. You should retain the third copy for your records.

Should you have any questions regarding the subject document, please call Sharlene McCubbin, Contract Administrator on (301) 492-7764.

Sincerely,



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

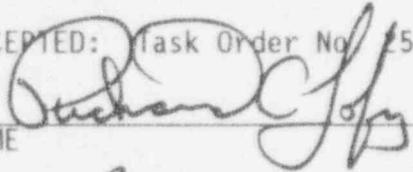
Enclosure:
Statement of Work

ACCEPTED: Task Order No. 25

NAME

TITLE

DATE



PRES

8/18/84

CONTRACT NRC-03-93-026
Parameter

Enclosure

STATEMENT OF WORK
Task Order 25

TITLE: Test Programs Team Inspection - Palo Verde

DOCKET NUMBERS: 50-528, 50-529, 50-530

B&R NUMBER: 320-19-14-05

JOB CODE: J-2062

NRR PRIORITY NUMBER: 1

NRC PROJECT MANAGER: Leta Brown, NRR (301) 504-1232

NRC TEAM LEADER: Phillip Johnson RV (510) 975-0300

TECHNICAL MONITOR: Jay Ball, NRR (301) 504-2975

PERIOD OF PERFORMANCE: April 18, 1994 to July 1, 1994

BACKGROUND

A Test Programs Team Inspection will be conducted at Palo Verde. The inspection will involve a performance based review of the adequacy of the licensee's programs for post-maintenance, post-modifications, surveillance, predictive, and inservice testing. The contractor's specialist will examine the adequacy of the role engineering plays in specifying or overviewing test requirements.

OBJECTIVE

The objective of this task order is to obtain one mechanical systems design engineer to assist the NRC inspection team in the performance of the Test Programs Team Inspection. The mechanical engineer should primarily have a design background, such as from an architect-engineer firm, but should also be familiar with installation and testing programs. The contractor should have an understanding of NRC inspection techniques, standard U.S. nuclear industry design practices and regulatory requirements.

It shall be the responsibility of the contractor to assign technical staff, employees, and subcontractors 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 representation made by the contractor concerning the qualifications of the personnel proposed for assignment to this task order including assurance that all information contained in the technical and cost proposals, including resumes and conflict of interest disclosures, is accurate and truthful.

NRC-03-93-026, Task 25

WORK REQUIREMENTS AND SCHEDULE

The work specified in this statement of work (SOW) falls within Section C.3 of the basic contract's SOW. The contractor shall provide qualified specialists, and the necessary facilities, materials, and services to assist the NRC staff in preparing for and conducting the subject Test Program Team Inspection, and documenting the inspection activities and findings. Specific tasks under the task order are:

<u>Task</u>	<u>Scheduled Completion</u>
1. Prepare for the subject inspection by reviewing inspection related background documentation and records provided by the NRC Team Leader and prepare input to the inspection plan.	A pre-inspection visit to the site is scheduled on or about April 25-29, 1994. Inspection preparation and documentation review is scheduled to take place on or about May 2-6, 1994 at the technical specialist's office.
2. Perform the subject inspection.	The on-site inspection is to take place on or about May 9-13 and May 23-27, 1994. The home-office inspection is scheduled to take place on or about May 16-20, 1994 at the technical specialist's office.
3. Prepare inspection report input.	Documentation of inspection will take place at the technical specialist's office on or about May 31 - June 3, 1994.

NOTE: The specialist will require unescorted access to the site. Prior to the start of on-site preparation, the specialist is required to be available to coordinate inspection aspects, such as travel logistics, with the Team Leader. In cases where the technical specialist's office is in the proximity of the Region office, at the Team Leader's discretion, non-site activities may be conducted in the Region office. However, such cases will not involve additional travel or per diem in excess of that provided for in the "Meetings and Travel" section.

NRC 03-93-026, Task 25

REPORTING REQUIREMENTS

Technical Reports

At the completion of Task 1, the specialist shall provide inspection plan input to the NRC Team Leader. The format and scope of this input shall be as provided by the NRC Team Leader.

During Task 2, the specialist shall provide daily reports to the NRC Team Leader. The format and scope of these reports shall be as provided by the NRC Team Leader.

At the completion of Task 2, (prior to the inspection team's exit meeting with the licensee) the specialist shall provide a draft inspection report input to the NRC Team Leader. Again, the format and scope of this input shall be as provided by the NRC Team Leader. Typically, this input will consist of a handwritten summary of the specialist's inspection findings.

At the completion of Task 3, the contractor shall deliver the specialist's final inspection report input (feeder report) to the NRC Project Manager (original and one copy) with one hard copy and one computer diskette version (WordPerfect 5.1 or other equivalent software acceptable to the NRC Team Leader) to the NRC Team Leader. The format and scope of the final report inputs shall be as provided by the NRC Team Leader.

The specialist's feeder report will serve as documentation of the specialist's inspection activities, effort, and findings, and will be used by the NRC Team Leader for the preparation of the NRC's inspection report. As a minimum, the specialist's report input shall include the following:

- Identity of the individuals (name, company, and title) that provided information to the specialist during the inspection.
- For each area inspected, a description of the activities and general findings and conclusions reached regarding the adequacy of the area.
- For each area with a concern or finding, a discussion of the concerns or findings with technical bases.

Note: The contractor is not required to undertake any further efforts toward report finalization. For example, management review of the feeder report beyond its submittal to the NRC Team Leader and Project Manager is not needed.

Business Letter Reports

The contractor shall provide monthly progress reports in accordance with the requirements of the basic contract.

NRC-03-93-026, Task 25

MEETINGS AND TRAVEL

One, one-person, three day trip to the plant site to prepare for the subject inspection.

Two, one-person, five day trips to the plant site to assist the NRC in conducting the subject inspection.

The specialist shall coordinate all travel arrangements in advance with the NRC Team Leader.

ESTIMATED LEVEL OF EFFORT

The total level of effort is as follows:

<u>Discipline</u>	<u>Hours</u>
Project Manager	40
Mechanical Systems Engineer (one)	250
Support	10

The estimated level of effort for the specialist consists of 70 hours for inspection preparation (including the preparation trip), 100 hours for on-site inspection activities, 40 hours for inspection activities to be conducted at the technical specialist's home office during the intervening week between on-site inspections, and 40 hours for inspection documentation at the technical specialist's office.

NRC FURNISHED MATERIAL

Documents required to prepare for the subject inspection will be provided by the NRC Team Leader.

OTHER APPLICABLE INFORMATION

The work specified in this SOW is 100% licensee fee recoverable. The contractor shall provide fee recovery information in the monthly progress reports in accordance with the requirements of the basic contract.

The contractor's specialist assigned to this task order will have to be badged for unescorted access privilege at the plant site. The contractor shall provide all documentation required for badging (as identified by the NRC Team Leader) at the plant site. Questions concerning badging and the plant site access shall be addressed to the NRC Technical Monitor.