

PDR



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

AUG 25 1994

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

Dear Mr. Lofy:

Subject: Task Order No. 40, "Engineering and Technical Service (E&TS)  
Inspection at Fermi," Under Contract No. NRC-03-93-026

This confirms verbal authorization to Parameter, Inc. on August 17, 1994 with a temporary ceiling of \$10,000 to begin work under the subject task order. In accordance with Section G.4, Task Order Procedures, of the subject contract, this letter definitizes Task Order No. 40. The effort shall be performed in accordance with the enclosed Statement of Work and Parameter Inc.'s technical proposal dated August 8, 1994 incorporated herein by reference.

Task Order 40 shall be in effect from the August 17, 1994 through October 7, 1994 with a cost ceiling of \$51,894.13 (inclusive of \$10,000 verbally authorized above). The amount of \$50,480.80 represents the estimated reimbursable costs, the amount of \$50.50 represents the facilities capital cost of money, and the amount of \$1,362.83 represents the fixed fee. The amount presently obligated for this task order is \$51,894.13.

Accounting data for Task Order No. 40 are as follows:

B&R No.:	420-19-14-05-0
FIN No.:	J2062-4
BOC:	252A
RFPA No.:	20 94 218A
APPN No.:	31X0200.420
Obligated Amount:	\$51,894.13

The following individual is considered to be essential to the successful performance for work hereunder: Messrs. C. Crane and M. Shlyamber. 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.

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Your contacts during the course of this task order are:

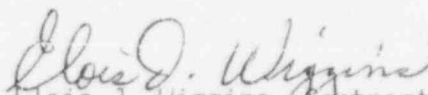
Technical Matters: Leta Brown, Project Officer  
(301) 504-1232

Contractual Matters: Sharlene McCubbin, Contract Specialist  
(301) 415-6565

Acceptance of Task Order No. 40 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 Specialist. You should retain the third copy for your records.

Should you have any questions regarding the subject document, please call Sharlene McCubbin, Contract Specialist on (301) 415-6565.

Sincerely,



Elois J. Wiggins, Contracting Officer  
Technical Acquisition Branch No. 2  
Division of Contracts  
Office of Administration

Enclosure: Statement of Work

ACCEPTED: Task Order No. 40

NAME

TITLE

DATE

*PRE-S*

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CONTRACT NRC-03-93-026  
Parameter, Inc.

Enclosure

STATEMENT OF WORK  
Task Order - 40

TITLE: E&TS Inspection - Fermi

DOCKET NUMBERS: 50-341

B&R NUMBER: 420-19-14-05      JOB CODE: J-2062

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

NRC TEAM LEADER: Zelig Falevits, RIII, (708) 829-9717

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

PERFORMANCE PERIOD: August 17, 1994 - October 7, 1994

BACKGROUND

An Engineering and Technical Support (E&TS) Inspection will be conducted at Fermi Unit 2. This inspection will assess the effectiveness of the onsite engineering organization by reviewing design, installation, and testing related to selected permanent and temporary plant modification packages. The inspection is to be performed in accordance with NRC Inspection Procedure 37550.

OBJECTIVE

The objective of this task order is to obtain one mechanical systems design engineer and one electrical design engineer to assist the NRC inspection team in the performance of the E&TS Inspection. The engineers should primarily have a design background, such as from an architect-engineer firm, but should also be familiar with installation and testing and site E&TS organizations. The engineers should be thoroughly familiar with NRC regulations and inspection methodology.

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.

#### 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 the qualified specialists, and the necessary facilities, materials, and services to assist the NRC staff in preparing for, conducting, and documenting the inspection activities and findings. Specific tasks under this Task Order are:

<u>Task</u>	<u>Schedule 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.	Inspection preparation will take place the week of August 22-26, 1994 at the technical specialists' offices.
2. Perform the inspection.	The inspection is to take place at the site the weeks of August 29 - September 2 and September 12-16, 1994, with an intervening home-office review period the week of September 6-9, 1994.
3. Prepare the inspection report.	Documentation of inspection at the specialist's office the week of September 19-23, 1994.

NOTE: The contractor's staff will require unescorted access to the site. Prior to the start of on-site preparation, the contractor's staff 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 will be conducted in the Region office. However, such cases will not involve additional travel and per diem in excess of that provided for in the "Meetings and Travel" section.

#### REPORT REQUIREMENTS

##### Technical Report

At the completion of Task 1, the contractor's specialists shall provide an inspection plan 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 contractor's specialists shall provide daily reports to the NRC Team Leader. The format and scope of this report shall be as provided by the NRC Team Leader.

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

At the completion of Task 3, the contractor shall deliver the specialists' 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 IBM PC compatible 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 specialists' feeder reports will serve as documentation of each 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. The form and scope of the final report input shall be as provided by the NRC Team Leader. As a minimum, each 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 findings, 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 Report

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

#### MEETINGS AND TRAVEL

Two, two-person, five day trips to the plant site in conducting the inspection.

The contractor's staff shall coordinate all travel arrangements in advance with the NRC Team Leader.

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ESTIMATED LEVEL OF EFFORT

<u>Number</u>	<u>Discipline</u>	<u>Hours</u>
	Project Manager	40
1	Mechanical Systems Engineer	220
1	Electrical Design Engineer	220
	Support Staff	10

The estimated level of effort for each specialist consists of 40 hours for inspection preparation, 100 hours for two on-site inspection weeks, 40 hours for one home-office inspection related review during the intervening period between the on-site inspection periods and 40 hours for inspection documentation at the home-office.

NRC FURNISHED MATERIAL

Documents required to prepare for the 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 specialists 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.