



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

PDX

RECEIVED

'94 OCT 14 A7:57

AUG 31 1994

PUBLIC DOCUMENT

Sonolysts, Inc.
Att: Mr. Leon Peterson, Manager of Contracts
215 Parkway North
Waterford, CT 06385

Dear Mr. Peterson:

Subject: NRC-26-92-267, Task Order No. 4, entitled "Technical Assistance to Support a Special Diagnostic Evaluation at Cooper Nuclear Station, Management and Organization"

In accordance with Section G.5 entitled, "Task Order Procedures" of the subject contract, this letter definitizes Task Order No. 4. The effort shall be performed in accordance with the enclosed Statement of Work.

Task Order No. 4 shall be in effect from August 29, 1994 through October 28, 1994, with a total cost ceiling of \$50,789. The amount of _____ represents the total estimated reimbursable costs, and the amount of _____ represents the fixed fee.

The obligated amount of this task order is \$46,838.

Accounting Data for Task Order No.4 is as follows:

APPN No.:	31x0200.824
B&R No.:	482-19-301-101
FIN No.:	E8215
OBLIGATED AMOUNT:	\$50,789.00
AEOD DOCUMENT ID:	AED92267004

The following individual is considered to be essential to the successful performance of work hereunder: Russ Crown.

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.

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

Df02

NRC-26-92-267
Task Order No. 4
Page 2

Your contacts during the course of this task order are:

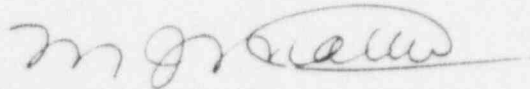
Technical Matters: Alan Madison
Project Officer
(301) 415-6412

Contractual Matters: Judith B. Corwin
Contract Administrator
(301) 415-6581

Please indicate your acceptance of this Task Order No. 4 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 Contract Administrator. You should retain the third copy for your records.

If you have any questions regarding this matter, please contact Ms. Corwin, Contract Administrator, on (301) 415-6581.

Sincerely,



Mary Jo Mattia, Contracting Officer
FIP Acquisition Branch
Division of Contracts
Office of Administration

Enclosure:
As stated

ACCEPTED:

NAME:



TITLE:

LEON R. PETERSEN
MANAGER OF CONTRACTS
SONALYSTS, INC.

DATE:

8/6/84

TASK ORDER NO. 4, Revision 2

TECHNICAL ASSISTANCE TO SUPPORT A SPECIAL DIAGNOSTIC
EVALUATION AT COOPER NUCLEAR STATION, MANAGEMENT AND ORGANIZATIONI. BACKGROUND/OBJECTIVES

Diagnostic Evaluations at nuclear power plants provide NRC senior management with an assessment of licensee safety performance which augments information provided by the Systematic Assessment of Licensee Performance (SALP) Program, the Performance Indicator (PI) Program and the various inspections performed by NRC Headquarters and Regional Offices. The assessment is independent in the sense that the administration and management of the program is independent of the licensing, inspection and enforcement process. Diagnostic evaluations are conducted with intensive team efforts beginning with a study of background information on plant design, procedures and organization, continuing with an onsite evaluation and concluding with a detailed report of the evaluation.

This task order is for the performance of a management and organization evaluation as a part of the Special Diagnostic Evaluation at Cooper Nuclear Station. The methods and techniques as described in the AEOD's Diagnostic Guidelines will be used to accomplish the evaluation. Cooper is located near Nebraska City, Nebraska and the corporate office is located in Brownville, Nebraska.

II. STATEMENT OF WORK AND DELIVERABLES

The evaluation shall be coordinated between an NRC Management and Organization team leader and the contractor's personnel.

In the evaluation of management and organization, the Contractor shall furnish one expert. This expert shall be required to accomplish the following tasks:

1. Prepare for the evaluation by a review of the overall Evaluation Plan (provided by NRC), and a review of licensee background and technical information. The Evaluation Plan will outline the areas to be evaluated. The expert shall establish a specific management and organization evaluation plan including preliminary findings, based upon the guidance in the overall Evaluation Plan.
2. The onsite evaluation shall concentrate on information gathering including an examination of the licensee's activities and performance in specific areas. The examination shall include interviews with key licensee personnel at all levels, programmatic reviews and assessments, and direct observations of operations.

Evaluation methodologies include a qualitative evaluation of licensee management controls, oversight and involvement, and organizational effectiveness which are relevant to plant safety performance. The evaluation shall also examine preliminary findings, perform special case study evaluation of specific issue areas, and establish and validate root-causes.

3. The Contractor shall prepare input to the final evaluation team report and submit it to the NRC management and organization evaluation team leader. The evaluation team report shall be in accordance with Attachment 7 of Section J of the basic contract. Additional information on the format, style, level of detail and quality expected will be made known to the Contractor during the preparation phase of the evaluation. All predecisional data shall be returned to the NRC Project Officer upon completion of the report.

III. PERIOD OF PERFORMANCE - PLACE OF PERFORMANCE

The period of performance for this task is from August 29, 1994 to October 28, 1994. Work will be accomplished at the home offices of the Contractor, NRC offices in Rockville, Maryland, Cooper Nuclear Station, and corporate offices of Nebraska Public Power District in Brownville, Nebraska.

IV. TECHNICAL CONTACT

Alan Madison, DEIIB/AEOD, (301) 415-6412.

V. REPORTING REQUIREMENTS

1. A Financial Status Report report describing expenditures shall be submitted for this task in accordance with Section F.2 of the basic contract. A standard licensee fee recovery costs report should also be included.
2. Management and Organization Evaluation plans as described in Section II, shall be submitted at the beginning of the week prior to the second team meeting.
3. Technical Progress reports, as described in Section II, shall be submitted in accordance with Section F.3 of the basic contract.
4. Contractor input to the Evaluation Team Report shall be submitted within two (2) weeks of the completion of the onsite evaluation.

VI. MEETINGS AND TRAVEL

Three (3) trips to NRC, Rockville, Maryland for preparation during August and September 1994, totaling five (15) working days.

One (1) trip to onsite and corporate headquarters during September and October 1994, totaling twelve (12) working days. Approximately one (1) day will be at corporate, ten (10) days onsite, and travel time.

Transportation between airports and site/corporate and transportation while onsite will be provided by the NRC.

One (1) trip to NRC, Rockville, Maryland during October 1994 to participate in report writing, totaling ten (10) working days.

VII. NRC FURNISHED MATERIAL

The NRC will provide necessary background information such as licensee organization charts, inspection reports, safety program descriptions, or other material/guidance specified by the Team Manager.