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

SEP 18 1998

Beckman and Associates, Inc.
ATTN: Vicki Beckman
1071 State Route 136
Belle Vernon, PA 15012

SUBJECT: "TASK ORDER NO. 021, "D.C. COOK SAFETY SYSTEM FUNCTIONAL INSPECTION (SSFI)" UNDER CONTRACT NO. NRC-03-98-021

Dear Ms. Beckman:

In accordance with Section G.4, Task Order Procedures, of the subject contract, this letter definitizes the subject task order. The effort shall be performed in accordance with the enclosed Statement of Work.

Task Order No. 021 shall be in effect from September 18, 1998 through December 31, 1998, with a cost ceiling of $166,212.44. The amount of $160,980.57 represents the estimated reimbursable costs, the amount of $5,231.87 represents the fixed fee.

Accounting data for Task Order No. 021 is as follows:

B&R No.:	820-15-11-20-2B
Job Code:	J-2548
BOC:	252A
APPN No.:	31X0200.820
FFS#:	NRR98021021
Oblig. Amt.:	$166,212.44

The following individuals are considered to be essential to the successful performance for work hereunder: Mr.Robert Quirk, Mr. Nicholas Rivera and Mr. Charles Jones. The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Contract Clause H.4, 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: Armando Masciantonio
Project Officer
(301) 415-1290

Contractual Matters: Mona Selden
Contract Specialist
(301) 415-7907

Acceptance of Task Order No. 021 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 Contract Specialist. You should retain the third copy for your records.

Sincerely,

Elois J. Wiggins

Elois J. Wiggins, Contracting Officer
Contract Management Branch 2
Division of Contracts and
Property Management
Office of Administration

Enclosure: Statement of Work

ACCEPTED: Task Order No. 021

Robert C. Pekrul

NAME

Vice President

TITLE

9-23-98

DATE

CONTRACT NRC-03-98-021

STATEMENT OF WORK
Task Order 021

TITLE: D. C. Cook Safety System Functional Inspection (SSFI)

DOCKET NUMBER: 50-315/316 B&R NUMBER: 820-15-11-20-2B JOB CODE: J-2548
INSPECTION REPORT NUMBER:

NRC PROJECT OFFICER: A. S. Masciantonio, NRR (301) 415-1290
TECHNICAL MONITOR: Martin Farber , R III (630) 829-9734

PERFORMANCE PERIOD: September 18, 1998 - December 31, 1998

BACKGROUND

The licensee will conduct a Safety System Functional Inspection (SSFI) for the D. C. Cook nuclear plants near Benton Harbor, MI. The SSFI will assess the operational performance capability of selected safety system(s) through an in-depth, multi-disciplinary review to verify that the system is capable of performing its intended safety function. The inspection will also verify completed actions for regulatory commitments that the licensee made in conjunction with the safety systems. The NRC will oversee the licensee's inspection activities and assess the adequacy of the inspection. The inspection oversight is to be performed using guidance in NRC Inspection Procedure 93801 for a Safety System Functional Inspection (SSFI).

OBJECTIVE

The objective of this task order is to obtain expert technical assistance in the areas of instrumentation and control (I&C), electrical and mechanical design. Three specialists are needed to assist the NRC inspection team in the oversight of licensee activities in its performance of the SSFI and in the NRC assessment of its adequacy. The three specialists (I&C, electrical, and mechanical) should primarily have an engineering design background, such as from an architect-engineer firm with experience in design and system operational requirements. The specialists should also be familiar with installation and surveillance testing of equipment along with cognizance of how site engineering and operations organizations function. The specialists should be thoroughly familiar with NRC regulations and inspection methodology. Also, the specialists should be familiar with the regulatory process, and should be able to develop a list of regulatory commitments from docketed licensee correspondence for the plant system(s) selected for review. The specialists will then be required to verify implementation of the licensee's commitments and assess the effectiveness of the licensee's actions.

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 Statement Of Work (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 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. The Technical Monitor/Team Leader for this task is Martin Farber. The Technical Monitor may issue technical instructions from time to time during the duration of this task order. Technical instructions must be within the general statement of work stated in this task order and shall not constitute new assignments of work or changes of such nature as to justify an adjustment in cost or period of performance. The contractor shall refer to the basic contract for further information and guidance on any technical directions issued under this task order.

Any modifications to the scope of work, cost or period of performance of this task order must be issued by the Contracting Officer and will be coordinated with the NRR Project Officer. Specific tasks under this task order are:

Task		Schedule Completion
1.	Provide oversight of the licensee's inspection activities. Provide an assessment of the adequacy of the licensee's activities.	On-site inspection oversight is to take place September 21-October 2, 1998, at the D.C. Cook site followed by one week of in-office review, October 5-9, 1998, at the contractors' home offices. Continue on-site inspection oversight October 13-16, 1998.
2.	Confirm licensee's inspection results and provide assessment of the licensee's activities.	On-site inspection assessment and verification is to take place November 16-25, 1998, at the D. C. Cook site, (if needed, an additional week of on-site verification will be added on November 30-December 4, 1998).
3.	Prepare the inspection report.	Documentation of inspection will take place at the contractors' home offices following the on-site verification, November 30-December 4, 1998. Final inspection report input is due December 7, 1998. (If the additional week of on-site verification is needed, documentation will take place December 7-11, 1998, final input is due December 14, 1998)

NOTE: 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.

REPORT REQUIREMENTS

Technical Report

During Tasks 1 and 2, the contractor's specialists shall provide daily reports to the NRC Team Leader. The format and scope of this report shall be as directed by the NRC Team Leader.

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 directed 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 final inspection report input (feeder report) to the NRC Project Officer (original and one copy) with one hard copy and one computer diskette version (WordPerfect 5.1/6.1 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 in accordance with the guidance in NRC Inspection Manual Chapter 0610 or as directed by the NRC Team Leader.

A 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. The form and scope of the final report input shall be in accordance with the guidance in NRC Inspection Manual Chapter 0610 or as directed 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

For estimating purposes, the following meetings and travel are anticipated:

One, three-person, 12-day trip to the plant site near Benton Harbor, MI to conduct oversight of the licensee's activities (September 21-October 2, 1998).

One, three-person, 4-day trip to the plant site to continue inspection oversight (October 13-16, 1998).

One, three-person, 10-day trip to the plant site to conduct site verification (November 16-25, 1998).

If needed, one, three-person, 5-day trip to the plant site to continue site verification (November 30-December 4, 1998).

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

ESTIMATED LEVEL OF EFFORT

Number	Discipline	Hours
1	I&C Design Specialist	350
1	Electrical Power Design Specialist	350
1	Mechanical Design Specialist	350

The estimated level of effort for each inspector consists of 180 hours for inspection oversight and review, 130 hours for on-site verification, and 40 hours for inspection documentation. The hours include the additional one week of site verification on November 30-December 4, and are based on an effort of 10 hours/day while on site, and 8 hours/day in the contractors' home office. Off-normal travel time, if needed, is in addition to the above effort.

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.