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

NOV 30 1999

Enercorp Federal Services Corporation  
ATTN: Steve Ruffin, President  
414 Hungerford Drive, Suite 104  
Rockville, MD 20850

Dear Mr. Ruffin:

SUBJECT: TASK ORDER NO. 2, UNDER CONTRACT NO. NRC-02-98-011

In accordance with Section G.5, Task Order Procedures, of the subject contract, this letter definitizes Task Order No. 2. This effort shall be performed in accordance with the enclosed Statement of Work.

Task Order No. 2 shall be in effect from November 30, 1999 through July 31, 2000. The total cost ceiling for the subject task order is \$107,548 of which the amount of \$99,673 represents the reimbursable costs, and the amount of \$7875 represents the fixed fee. Funds in the amount of \$107,548 are obligated to fully fund this task order.

Accounting data for this task order is as follows:

B&R No.: 05015201105  
BOC: 252A  
FIN No.: J5250  
APPN No.: 31X0200  
FFS: 5000R023  
OBLIGATED AMOUNT: \$107,548

The following individual(s) are considered to be essential to the successful performance of the work hereunder: Steve Ruffin

The Contractor agrees that such personnel shall not be removed from the effort under the task order without compliance with Contract Clause H.2, Key Personnel.

PDR CONTR NRC-02-98-011

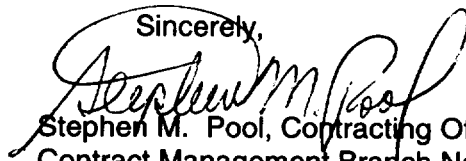
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Your contacts during the course of this task order are:


Technical Matters: Donna Umbel - Project Officer  
301/415-7819  
Thomas Pham - Technical Monitor  
301/415-8154

Any contractual matters should be referred to me on 301/415-8168.  
The issuance of this task order does not amend any terms or conditions of the subject contract. Please indicate your acceptance of this task order by having an official who is authorized to bind your organization, execute three copies of this document in the spaces provided below and return two fully executed copies to me. You should retain the third copy for your records.

Sincerely,  
  
Stephen M. Pool, Contracting Officer  
Contract Management Branch No. 1  
Division of Contracts and  
Property Management

Enclosure:  
As stated

ACCEPTED: Task order No. 2

STEVE RUFFIN   
NAME

PRESIDENT  
TITLE

11/30/99  
DATE

## TASK ORDER #2 NRC-02-98-011 STATEMENT OF WORK

### Standard Review Plan for the MC&A Licensing of Category II Facilities

#### 1. Objective

The objective of this task is to develop a Standard Review Plan (SRP) for the Material Control and Accounting (MC&A) Licensing of Category II Facilities and a guidance document (NUREG) for the application of the SRP. The SRP should be keyed to the draft rule under consideration and reflect applicable new information, codes, specifications, methodologies, current NRC standards, and other generic guidance.

#### 2. Level of Effort (LOE)

For Planning purposes, it is estimated that this project will take approximately 0.4 full time equivalent (FTE) to complete. The estimated LOE for creating regulatory guidance is 800 hours.

#### 3. Period of Performance

The period of performance for the work specified in this task order shall commence on the effective date of this task order and shall continue for approximately 8 months.

#### 4. Scope of Work

The contractor shall provide technical assistance to NMSS/FCSS/LIB in developing the SRP for MC&A Licensing of Category II Facilities and its associated NUREG. The scope of this effort involves the following:

- a. Develop a draft standard review plan for reviewing MC&A programs of Category II facilities in NRC standard SRP format.
- b. Develop a draft guidance document (NUREG format) for the application of the SRP. The draft document should be consistent with the guidance documents provided in NUREG-1065 and NUREG-1280, adjusted as appropriate for Category II material.
- c. Incorporate references in the SRP and guidance document to current regulations, particularly 10 CFR Part 70, 10 CFR Part 74, and the proposed amendments to 10 CFR Part 74.
- d. Identify and assess the cost implications of the SRP.

#### 5. NRC-Furnished Materials

The NRC shall provide the contractor with both paper and electronic copy formatted in WordPerfect 8 (if available) of:

- a. Title 10, Parts 70 and 74 of the US Code of Federal Regulations
- b. Draft of proposed regulations for Category II Facilities in Part 74

- c. NUREG-1065, Acceptable Standard Format and Content for the Fundamental Nuclear Material Control (FNMC) Plan Required for Low-Enriched Uranium Facilities
- d. NUREG-1280, Standard Format and Content Acceptance Criteria for the Material Control and Accounting (MC&A) Reform Amendment
- e. NUREG Style Guide

#### 6. Meetings and Travel

All travel associated with this task order shall be approved in advance. All such travel shall result in trip reports, which may be issued separately or as part of the next monthly letter status report. Copies of separately issued trip reports shall be submitted within 15 days of the completion of travel. It is estimated that a minimum of three trips to NRC Headquarters will be needed for the purpose of: (1) discussions with NRC on work requirements of each task order, before commencing work; and (2) discussions with NRC staff on development of contractor products as circumstances warrant. When practical, telephone conference calls shall be held in lieu of meetings at NRC Headquarters.

#### 7. Deliverable Products / Schedule

The contractor shall prepare all deliverables in WordPerfect 8, unless directed otherwise, and submit this to the NRC with a paper and disk copy as detailed in the schedule below. Draft products will be noted as such by use of a watermark. Final technical reports shall be presented to the NRC in "camera-ready" form and ready for NRC publication.

- a. Within seven weeks after issuance of this task order, the contractor shall provide the NRC with draft outlines of the proposed format and content for the for the SRP on MC&A Licensing of Category II Facilities and its associated NUREG.
- b. Within three weeks after receipt of (a) above, the NRC shall review and provide comments to the contractor.
- c. Within three weeks after receipt of NRC comments in (b) above, the contractor shall provide final document outlines to the NRC.
- d. Within two weeks after receipt of (c) above, the NRC shall review and provide comments to the contractor
- e. Within six weeks after completion of the final outline in (d) above, the contractor shall provide the NRC with the first draft of the documents identified for development.
- f. Within five weeks after NRC receipt of the draft documents in (e) above, the NRC will provide comments to the contractor.
- g. Within four weeks after contractor receipt of NRC comments in (f) above, the contractor will provide the NRC with revised draft documents, including cost implications.

- h. Within two weeks after NRC receipt of the revised draft documents in (g) above, the NRC will provide comments to the contractor.
- i. Within two weeks after contractor receipt of NRC comments in (h) above, the contractor will provide the NRC with the final documents.

**MONITORS**

The NRC Task Order Technical Project Manager (TOTPM) for this task order is Thomas Pham, (301) 415-8154. The Project Officer for this contract and associated task work orders is Donna Umbel.