



DCD

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

JAN 19 2000

C&G Moving and Storage, Inc.
Attn: Charles Walker
14954 Bogle Drive
Chantilly, VA 20151

SUBJECT: REQUEST FOR PROPOSAL (RFP) NO. RS-ADM-00-010 LABOR AND
EQUIPMENT SUPPORT SERVICES

Dear Mr. Walker:

You are requested to submit a staffing plan and contract pricing proposal in response to this solicitation not later than January 28, 2000. Please submit an original and two copies of the staffing plan and contract pricing proposal. Only one original signed copy of the SF33 and RFP continuation sheets is required. Please be sure to fill in Sections B, C.2.5.1 and K. Refer to RFP Section L.12.

It should be noted that this solicitation does not commit the Government to pay any costs incurred in the submission of proposals or make necessary studies or designs for the preparation thereof, nor to procure or contract for the services in the enclosed Statement of Work. It is also brought to your attention that the Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with this proposed procurement.

Your response to the subject solicitation should be sent to the U. S. Nuclear Regulatory Commission, Division of Contracts, Attn: Stephen Pool T-7-I-2, Washington, DC 20555. Hand carried proposals should be addressed in accordance with the foregoing and delivered to 11545 Rockville Pike, Rockville, Maryland 20852. Please call 415-7427 from the reception areas for proposal pick-up.

The proposal shall be signed by an official authorized to bind the company, and it shall contain a statement indicating a proposal acceptance period of not less than 60 days.

Should you have any questions, contact me on (301) 415-8168.

Sincerely,


Stephen M. Pool, Contracting Officer
Division of Contracts and
Property Management

Enclosure:
RFP RS-ADM-00-010

DF02

SOLICITATION, OFFER AND AWARD

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 700)

RATING
N/A

PAGE OF
1 PAGES

2. CONTRACT NUMBER

3. SOLICITATION NUMBER

RS-ADM-00-010

4. TYPE OF SOLICITATION

SEALED BID (IFB)
 NEGOTIATED (RFP)

5. DATE ISSUED

1/19/2000

6. REQUISITION/PURCHASE NUMBER

ADM-00-010

7. ISSUED BY

CODE

8. ADDRESS OFFER TO (If other than Item 7)

U.S. Nuclear Regulatory Commission
Division of Contracts and Property Mgt.
Attn: T-7-I-2
Contract Management Branch No. 1
Washington DC 20555

NOTE: In sealed bid solicitations "offer" and "offeror" mean "bid" and "bidder".

SOLICITATION

9. Sealed offers in original and two copies for furnishing the supplies or services in the Schedule will be received at the place specified in Item 8, or if handcarried, in the depository located in Item 7 until 3:30pm local time 1/28/2000

CAUTION - LATE Submissions, Modifications, and Withdrawals: See Section L, Provision No. 52.214-7 or 52.215-1. All Offers are subject to all terms and conditions contained in this solicitation.

10. FOR INFORMATION CALL:

A. NAME

B. TELEPHONE (NO COLLECT CALLS)

C. E-MAIL ADDRESS

Stephen M. Pool

AREA CODE NUMBER EXT.
310-415-8168

SMP2@NRC.GOV

11. TABLE OF CONTENTS

See Attached Table of Contents

(X)	SEC.	DESCRIPTION	PAGE(S)	(X)	SEC.	DESCRIPTION	PAGE(S)
		PART I - THE SCHEDULE				PART II - CONTRACT CLAUSES	
	A	SOLICITATION/CONTRACT FORM			I	CONTRACT CLAUSES	
	B	SUPPLIES OR SERVICES AND PRICES COSTS				PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACH.	
	C	DESCRIPTION/SPECS. WORK STATEMENT			J	LIST OF ATTACHMENTS	
	D	PACKAGING AND MARKING				PART IV - REPRESENTATIONS AND INSTRUCTIONS	
	E	INSPECTION AND ACCEPTANCE			K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
	F	DELIVERIES OR PERFORMANCE			L	INSTR., CONDS., AND NOTICES TO OFFERORS	
	G	CONTRACT ADMINISTRATION DATA			M	EVALUATION FACTORS FOR AWARD	
	H	SPECIAL CONTRACT REQUIREMENTS					

OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provisions at 52.214-16, Minimum Bid Acceptance Period.

12. In compliance with the above, the undersigned agrees, if this offer is accepted within _____ calendar days (60 calendar days unless a different period is inserted by the offeror) from the date for receipt of offers specified above, to furnish any or all items upon which prices are offered at the price set opposite each item, delivered at the designated point(s), within the time specified in the schedule.

13. DISCOUNT FOR PROMPT PAYMENT
(See Section I, Clause No. 52-232-8)

10 CALENDAR DAYS (%)

20 CALENDAR DAYS (%)

30 CALENDAR DAYS (%)

CALENDAR DAYS (%)

14. ACKNOWLEDGEMENT OF AMENDMENTS

AMENDMENT NO.

DATE

AMENDMENT NO.

DATE

(The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated:

15A. NAME AND ADDRESS OF OFFEROR

CODE

FACILITY

16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)

15B. TELEPHONE NUMBER

15C. CHECK IF REMITTANCE ADDRESS IS DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE

17. SIGNATURE

18. OFFER DATE

AREA CODE NUMBER EXT.

AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED

20. AMOUNT

21. ACCOUNTING AND APPROPRIATION

22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION:

10 U.S.C. 2304(a) ()

41 U.S.C. 252(c) (5)

23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)

ITEM

24. ADMINISTERED BY (If other than Item 7)

CODE

25. PAYMENT WILL BE MADE BY

CODE

26. NAME OF CONTRACTING OFFICER (Type or print)

27. UNITED STATES OF AMERICA

28. AWARD DATE

* See SIGNATURE PAGE

(Signature of Contracting Officer)

IMPORTANT - Award will be made on this Form, or on Standard Form 26, or by other authorized official written notice.

TABLE OF CONTENTS

PAGE

PART I - THE SCHEDULE. A-1

SECTION A - SOLICITATION/CONTRACT FORM A-1
 SF 33 SOLICITATION, OFFER AND AWARD. A-1

SECTION B - SUPPLIES OR SERVICES AND PRICE/COSTS B-1
 B.1 PRICE SCHEDULE. B-1
 B.1.1 BASE PERIOD 3/1/2000 - 8/31/2000. B-1
 B.1.2 1ST OPTION PERIOD 9/1/2000 - 2/28/2001. B-1
 B.1.3 2ND OPTION PERIOD 3/1/2001 - 8/31/2001. B-2
 B.1.4 1ST OPTION PERIOD 9/1/2001 - 2/28/2002. B-2
 B.2 PROJECT TITLE B-3
 B.3 BRIEF DESCRIPTION OF WORK (MAR 1987). B-3
 ALTERNATE 1 (JUN 1988)

B.4 CONSIDERATION AND OBLIGATION--WORK ORDERS B-3

SECTION C - DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK C-1

SECTION D - PACKAGING AND MARKING. D-1
 D.1 PACKAGING AND MARKING (MAR 1987). D-1

SECTION E - INSPECTION AND ACCEPTANCE. E-1
 E.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE E-1
 E.2 PLACE OF INSPECTION AND ACCEPTANCE (MAR 1987) E-1

SECTION F - DELIVERIES OR PERFORMANCE. F-1
 F.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE F-1
 F.2 DURATION OF CONTRACT PERIOD (MAR 1987). F-1
 ALTERNATE 4 (JUN 1988)

SECTION G - CONTRACT ADMINISTRATION DATA G-1
 G.1 2052.215-73 PROJECT OFFICER AUTHORITY-ALTERNATE 2. G-1
 G.2 ORDERING PROCEDURES (MAY 1991). G-2
 G.3 ELECTRONIC PAYMENT. G-2
 G.4 PLACEMENT OF WORK ORDERS. G-3
 G.5 SERVICE TICKETS G-3
 G.6 GUARANTEED MINIMUM. G-3

SECTION H - SPECIAL CONTRACT REQUIREMENTS. H-1
 H.1 2052.204-71 SITE ACCESS BADGE REQUIREMENT. H-1
 H.2 DETERMINATION OF MINIMUM WAGES AND FRINGE BENEFITS. H-1
 (NOV 1989)
 H.3 SITE ACCESS BADGE PROCEDURES (FEB 1995) H-1
 H.4 2052.204-70 SECURITY H-2
 H.5 SEAT BELTS. H-4

PART II - CONTRACT CLAUSES. I-1

SECTION I - CONTRACT CLAUSES I-1
 I.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE I-1
 I.2 52.216-18 ORDERING (OCT 1995) I-2
 I.3 52.216-22 INDEFINITE QUANTITY (OCT 1995). I-3
 I.4 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT I-3
 (NOV 1999)

TABLE OF CONTENTS

PAGE

I.5	52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)	I-4
I.6	SBA MOU PROVISIONS	I-4
I.7	52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)	I-4
PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS		J-1
SECTION J - LIST OF ATTACHMENTS		J-1
PART IV - REPRESENTATIONS AND INSTRUCTIONS		K-1
SECTION K - REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS		K-1
K.1	NOTICE LISTING SOLICITATION PROVISIONS INCORPORATED BY REFERENCE	K-1
K.2	52.203-2 CERTIFICATE OF INDEPENDENT PRICE DETERMINATION (APR 1985)	K-1
K.3	52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)	K-2
K.4	52.209-5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (MAR 1996)	K-4
K.5	52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS (MAY 1999)	K-5
K.6	52.222-22 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS (FEB 1999)	K-6
K.7	52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)	K-7
K.8	52.223-1 CLEAN AIR AND WATER CERTIFICATION (APR 1984)	K-7
K.9	2052.209-70 QUALIFICATIONS OF CONTRACT EMPLOYEES	K-7
K.10	2052.209-71 CURRENT/FORMER AGENCY EMPLOYEE INVOLVEMENT	K-8
SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS		L-1
L.1	NOTICE LISTING SOLICITATION PROVISIONS INCORPORATED BY REFERENCE	L-1
L.2	52.204-6 DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JUN 1999)	L-1
L.3	52.216-1 TYPE OF CONTRACT (APR 1984)	L-2
L.4	52.233-2 SERVICE OF PROTEST (AUG 1996)	L-2
L.5	52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (FEB 1998)	L-3
L.6	2052.215-76 DISPOSITION OF PROPOSALS	L-3
L.7	2052.222-70 NONDISCRIMINATION BECAUSE OF AGE	L-3
L.8	ESTIMATED DURATION (JUN 1988)	L-4
L.9	USE OF AUTOMATED CLEARING HOUSE (ACH) ELECTRONIC PAYMENT/REMITTANCE ADDRESS	L-4
L.10	TIMELY RECEIPT OF PROPOSALS	L-4
L.11	AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS	L-4
L.12	PROPOSAL INSTRUCTIONS	L-5

PART I - THE SCHEDULE

SECTION B - SUPPLIES OR SERVICES AND PRICE/COSTS

B.1 PRICE SCHEDULE

B.1.1 BASE PERIOD 3/1/2000 - 8/31/2000

Labor - Normal Working Hours 6am - 6pm Weekdays		EstQty	Unit	U/P	Total
CLIN	DESCRIPTION				
1)	WORKING FOREMAN	1000	HR	\$	\$
2)	WAREHOUSE SPECIALIST	1400	HR	\$	\$
3)	MATERIAL HANDLING LABORER	930	HR	\$	\$
4)	HEAVY TRUCK TRUCKDRIVER	80	HR	\$	\$
5)	TRACTOR TRAILER TRUCKDRIVER	48	HR	\$	\$
6)	LIBRARY FILE PACKER	32	HR	\$	\$
7)	SYSTEMS FURNITURE TECHNICIAN	40	HR	\$	\$
Labor - Night 6pm - 6am /Weekends/Holidays					
8)	WORKING FOREMAN	16	HR	\$	\$
9)	WAREHOUSE SPECIALIST	48	HR	\$	\$
10)	MATERIAL HANDLING LABORER	48	HR	\$	\$
11)	HEAVY TRUCK TRUCKDRIVER	24	HR	\$	\$
12)	TRACTOR TRAILER TRUCKDRIVER	16	HR	\$	\$
13)	ESTIMATED COST FOR REIMBURSEMENT AT ACTUAL COST OR AT PREDETERMINED FIXED RATES AS SPECIFIED IN SECTION C.2.5.1 FOR MISCELLANEOUS MATERIALS/STORAGE/VEHICLES - AMOUNT TO BE CHARGED REQUIRES PRIOR PO APPROVAL - EXCEPT FOR VEHICLES AND TRAILERS, CHARGES MAY ONLY BE MADE FOR MATERIAL QUANTITIES PROVIDED IN EXCESS OF THOSE SPECIFIED IN C.2.5.1				\$2,000

TOTAL CONTRACT CEILING FOR BASE PERIOD:

B.1.2 1ST OPTION PERIOD 9/1/2000 - 2/28/2001

Labor - Normal Working Hours 6am - 6pm Weekdays		EstQty	Unit	U/P	Total
CLIN	DESCRIPTION				
1)	WORKING FOREMAN	1000	HR	\$	\$
2)	WAREHOUSE SPECIALIST	1200	HR	\$	\$
3)	MATERIAL HANDLING LABORER	460	HR	\$	\$
4)	HEAVY TRUCK TRUCKDRIVER	0	HR	\$	\$
5)	TRACTOR TRAILER TRUCKDRIVER	0	HR	\$	\$
6)	LIBRARY FILE PACKER	0	HR	\$	\$
7)	SYSTEMS FURNITURE TECHNICIAN	0	HR	\$	\$
Labor - Night 6pm - 6am /Weekends/Holidays					
8)	WORKING FOREMAN	0	HR	\$	\$
9)	WAREHOUSE SPECIALIST	0	HR	\$	\$
10)	MATERIAL HANDLING LABORER	0	HR	\$	\$
11)	HEAVY TRUCK TRUCKDRIVER	0	HR	\$	\$
12)	TRACTOR TRAILER TRUCKDRIVER	0	HR	\$	\$
13)	ESTIMATED COST FOR REIMBURSEMENT AT ACTUAL COST				

OR AT PREDETERMINED FIXED RATES AS SPECIFIED IN SECTION C.2.5.1 FOR MISCELLANEOUS MATERIALS/STORAGE/VEHICLES - AMOUNT TO BE CHARGED REQUIRES PRIOR PO APPROVAL - EXCEPT FOR VEHICLES AND TRAILERS, CHARGES MAY ONLY BE MADE FOR MATERIAL QUANTITIES PROVIDED IN EXCESS OF THOSE SPECIFIED IN C.2.5.1 \$500

TOTAL CONTRACT CEILING FOR 1ST OPTION PERIOD:

B.1.3 2ND OPTION PERIOD 3/1/2001 - 8/31/2001

Labor - Normal Working Hours 6am - 6pm Weekdays

CLIN	DESCRIPTION	EstQty	Unit	U/P	Total
1)	WORKING FOREMAN	1000	HR	\$	\$
2)	WAREHOUSE SPECIALIST	1040	HR	\$	\$
3)	MATERIAL HANDLING LABORER	400	HR	\$	\$
4)	HEAVY TRUCK TRUCKDRIVER	40	HR	\$	\$
5)	TRACTOR TRAILER TRUCKDRIVER	24	HR	\$	\$
6)	LIBRARY FILE PACKER	16	HR	\$	\$

Labor - Night 6pm - 6am /Weekends/Holidays

8)	WORKING FOREMAN	16	HR	\$	\$
9)	WAREHOUSE SPECIALIST	40	HR	\$	\$
10)	MATERIAL HANDLING LABORER	48	HR	\$	\$
11)	HEAVY TRUCK TRUCKDRIVER	16	HR	\$	\$
12)	TRACTOR TRAILER TRUCKDRIVER	16	HR	\$	\$

13) ESTIMATED COST FOR REIMBURSEMENT AT ACTUAL COST OR AT PREDETERMINED FIXED RATES AS SPECIFIED IN SECTION C.2.5.1 FOR MISCELLANEOUS MATERIALS/STORAGE/VEHICLES - AMOUNT TO BE CHARGED REQUIRES PRIOR APPROVAL - EXCEPT FOR VEHICLES AND TRAILERS, CHARGES MAY ONLY BE MADE FOR MATERIAL QUANTITIES PROVIDED IN EXCESS OF THOSE SPECIFIED IN C.2.5.1 \$1000

TOTAL CONTRACT CEILING FOR 3RD OPTION PERIOD:

B.1.4 1ST OPTION PERIOD 9/1/2001 - 2/28/2002

Labor - Normal Working Hours 6am - 6pm Weekdays

CLIN	DESCRIPTION	EstQty	Unit	U/P	Total
1)	WORKING FOREMAN	1000	HR	\$	\$
2)	WAREHOUSE SPECIALIST	940	HR	\$	\$
3)	MATERIAL HANDLING LABORER	200	HR	\$	\$
4)	HEAVY TRUCK TRUCKDRIVER	0	HR	\$	\$
5)	TRACTOR TRAILER TRUCKDRIVER	0	HR	\$	\$
6)	LIBRARY FILE PACKER	0	HR	\$	\$
7)	SYSTEMS FURNITURE TECHNICIAN	0	HR	\$	\$

Labor - Night 6pm - 6am /Weekends/Holidays

8)	WORKING FOREMAN	0	HR	\$	\$
9)	WAREHOUSE SPECIALIST	0	HR	\$	\$
10)	MATERIAL HANDLING LABORER	0	HR	\$	\$
11)	HEAVY TRUCK TRUCKDRIVER	0	HR	\$	\$
12)	TRACTOR TRAILER TRUCKDRIVER	0	HR	\$	\$

- 13) ESTIMATED COST FOR REIMBURSEMENT AT ACTUAL COST OR AT PREDETERMINED FIXED RATES AS SPECIFIED IN SECTION C.2.5.1 FOR MISCELLANEOUS MATERIALS/STORAGE/VEHICLES - AMOUNT TO BE CHARGED REQUIRES PRIOR APPROVAL - EXCEPT FOR VEHICLES AND TRAILERS, CHARGES MAY ONLY BE MADE FOR MATERIAL FOR QUANTITIES PROVIDED IN EXCESS OF THOSE SPECIFIED IN C.2.5.1

\$500

TOTAL CONTRACT CEILING FOR 3RD OPTION PERIOD:

B.2 PROJECT TITLE

The title of this project is as follows:

LABOR AND EQUIPMENT SUPPORT SERVICES

B.3 BRIEF DESCRIPTION OF WORK (MAR 1987) ALTERNATE 1 (JUN 1988)

(a) Brief description of work: The purpose of this contract is to obtain Labor Services support to assist NRC Headquarters staff with performing routine warehousing and other labor services, including the capability to order additional labor services on an as-needed, "on-call" basis, when the workload requires the additional support. These services are required to support the NRC Headquarters location with a wide variety of manual services including, but not limited to: material moving, loading and unloading of furniture, supplies and equipment, and general warehouse support within the local Washington, D.C., metropolitan area.

(b) Orders will be issued for work required by the NRC in accordance with 52.216-18 - Ordering. Only Contracting Officers of the NRC or other individuals specifically authorized under this contract may authorize the initiation of work under this contract. The provisions of this contract shall govern all orders issued hereunder.

B.4 CONSIDERATION AND OBLIGATION--WORK ORDERS

(a) The Maximum Ordering Limitation (MOL) for products and services ordered, delivered and accepted under base period of this contract is (to be negotiated). The Contracting Officer or designated representatives may place orders with the contractor during the contract period provided the aggregate amount of such orders does not exceed the MOL.

(b) The guaranteed minimum under this contract is equal to the dollar value of CLIN 001 for base period. The amount currently obligated on this contract is ****.

(c) The Maximum Ordering Limitation (MOL) for products and services ordered, delivered and accepted under this contract may be

increased by (amount to be negotiated) upon exercise of the 1st option period. The Contracting Officer or designated representatives may place orders with the contractor during the contract period provided the aggregate amount of such orders does not exceed the MOL.

(d) Upon exercise of the 1st option period, the guaranteed minimum under this contract will be increased by the value of CLIN 001 for 1st option period.

(e) The Maximum Ordering Limitation (MOL) for products and services ordered, delivered and accepted under this contract may be increased by (amount to be negotiated) upon exercise of the 2nd option period. The Contracting Officer or designated representatives may place orders with the contractor during the contract period provided the aggregate amount of such orders does not exceed the MOL.

(f) Upon exercise of the 2nd option period, the guaranteed minimum under this contract will be increased by the value of CLIN 001 for 2nd option period.

(g) The Maximum Ordering Limitation (MOL) for products and services ordered, delivered and accepted under this contract may be increased by (amount to be negotiated) upon exercise of the 3rd option period. The Contracting Officer or designated representatives may place orders with the contractor during the contract period provided the aggregate amount of such orders does not exceed the MOL.

(h) Upon exercise of the 3rd option period, the guaranteed minimum under this contract will be increased by the value of CLIN 001 for 3rd option period.

(i) A total NOT-TO-EXCEED ceiling amount will be set for each work order issued by the NRC. The contractor shall not exceed this ceiling without prior authorization by the designated NRC ordering officer.

Section C - Statement of Work

C.1. OBJECTIVE

The purpose of this contract is to obtain Labor Services support to assist NRC Headquarters staff with performing routine warehousing and other labor services, including the capability to order additional labor services on an as-needed, "on-call" basis, when the workload requires the additional support. These services are required to support the NRC Headquarters location with a wide variety of manual services including, but not limited to: material moving, loading and unloading of furniture, supplies and equipment, and general warehouse support within the local Washington, D.C., metropolitan area.

C.2. PERFORMANCE REQUIREMENTS

The requirements stated herein in Subsection C.2. shall be strictly adhered to by the Contractor at all times during the term of the contract.

C.2.1 REQUIREMENTS FOR PERSONNEL QUALIFICATIONS OF EACH LABOR CATEGORY

The Contractor shall ensure that all personnel provided to NRC are fully qualified in the labor category they will perform. Below are the minimum qualifications and experience the Contractor's personnel shall have for each labor category:

C.2.1.1 LABOR CATEGORY: WORKING FOREMAN

A Working Foreman shall be qualified to operate a truck of 25,000 pound gross vehicle weight or less, and shall possess a valid Commercial Drivers License (CDL). This person shall be qualified to perform the labor categories of Warehouse Specialist and Truck Driver, and also qualified to receive oral and/or written technical direction from the NRC Project Officer in order to oversee all other labor services personnel's performance sufficient to ensure the technical direction provided by the NRC Project Officer is carried out in an efficient manner, without need of repetitive directions from the NRC Project Officer. In addition, the person performing this labor category shall demonstrate excellent oral and written communication skills in the English language, and shall have experience in making independent deliveries and interacting positively with service customers.

C.2.1.2 LABOR CATEGORY: TRUCK DRIVER - HEAVY

A Truck Driver shall be at least 21- years of age and qualified to operate a truck of 25,000 pound gross vehicle weight or less, and shall possess a valid Commercial Drivers License (CDL). This person shall also be qualified to perform the labor category of Warehouse Specialist. In addition, a person performing in this labor category shall demonstrate excellent oral and written communication skills in the English language, and shall have experience in making independent deliveries and interacting positively with service customers.

C.2.1.3 LABOR CATEGORY: WAREHOUSE SPECIALIST

A Warehouse Specialist shall have knowledge and experience in warehousing techniques and principles, be qualified and experienced in the safety techniques involved in the performance of labor services and safe operation of material handling equipment including forklifts, electric lift trucks, power and hand tools in order to perform such tasks as custom sizing of plywood shelf racks for storage of bulk materials, packaging and/or crating (as appropriate) furniture, equipment or supplies for safe shipment to the intended destination without damage. etc., as well as assembling office

Section C - Statement of Work

furniture such as computer workstations, printer stands, tables, and chairs. Further, this person shall have the knowledge and ability to fluently speak and read the English language, and perform basic mathematical computations sufficient to understand standard quantity measures and process requisitioned quantities accurately. In addition, this person shall have the physical capacity to continuously move supply, furniture and equipment inventories requiring prolonged walking, standing, and manually lifting items up to 80lbs in weight and manually moving heavier items with the aid of material handling equipment. In addition, a person performing this labor category shall demonstrate excellent communication skills and shall have experience in making independent deliveries and interacting positively with service customers.

C.2.1.4 LABOR CATEGORY: MATERIAL HANDLER/LABORER

A Material Handler/Laborer shall be qualified and experienced in the safety techniques involved in the performance of moving and labor services, and the safe operation of material handling equipment including furniture dollies, hand trucks, stevedores, etc. Shall possess knowledge and experience in the techniques required to pack furniture and equipment on to trucks to prevent damage in transit to the intended destination. Further, this person shall have the knowledge and ability to fluently speak and read the English language, and shall have the physical capacity to continuously move supply, furniture and equipment inventories requiring prolonged walking, standing, and manually lifting items up to 80lbs in weight and manually moving heavier items with the aid of material handling equipment. In addition, a person performing this labor category shall demonstrate excellent communication skills and shall have experience in making independent deliveries and interacting positively with service customers.

C.2.1.5 LABOR CATEGORY: PACKER LIBRARY-FILE

A Packer Library-File person shall have knowledge and experience in the techniques required to move large filing systems including the methods and processes used to pack the contents of a filing system in an orderly manner such that the files can be un-packed and the entire filing system easily restored to its original order. The contractor shall have experience in successfully packing filing systems whose contents consisted of books, reports, paper files, microfiche, computer tapes and aperture cards, etc., moving them to a new location and unpacking them without more than 1% of the filing systems contents becoming disorganized from its original order. The Contractor shall be knowledgeable and experienced in the process required to assemble the needed boxes, mark each box with the appropriate "TO" address and sequence number, remove the material from the filing equipment, place the material in the appropriate boxes in the correct order, tape the boxes closed, move the boxes to the new filing location, place the material in the appropriate location, flatten and remove the boxes to an area designated for trash pickup.

C.2.1.6 LABOR CATEGORY: TRUCK DRIVER - TRACTOR TRAILER

A Tractor-Trailer Truck Driver shall be at least 21- years of age and qualified to operate a truck of 26,000 pound gross vehicle weight or more, or a trailer of 10,000 pound gross weight and shall possess a valid Commercial Drivers License (CDL), Maryland State Class "A" or other License applicable to operate this type of vehicle in the jurisdictions surrounding the NRC Headquarters location (Rockville, Maryland) .

C.2.1.7 LABOR CATEGORY: SYSTEMS FURNITURE TECHNICIAN

Section C - Statement of Work

This individual shall have specialized knowledge and experience in assembling/disassembling HAYWORTH systems furniture, and the knowledge and experience required to identify the various component parts of HAYWORTH systems furniture in order to assist government personnel with verifying all inventory quantities. This individual shall also be able to perform the duties of a warehouse specialist.

C.2.1.8 REQUIRED ATTIRE FOR ALL LABOR SERVICES PERSONNEL

The Contractor shall provide all personnel with distinctive uniform clothing for ready identification, and assure that every employee is in uniform. Contractor personnel shall wear uniforms consisting of shirts (long or a short sleeve) and long leg trousers. The shirt shall have the Contractor's company name, easily identifiable, affixed thereon in a permanent manner such as a patch or monogram stitched to the shirt.

C.2.2 REQUIREMENTS FOR PERFORMING LABOR SERVICES

Stated herein in Subsection C.2.2 is a general description of the primary tasks that shall be performed by the contractor during the period of this contract. Specific task-oriented guidance to accomplish this and other similar work required will be provided to the Contractor's on-site Working Foreman by the NRC Project Officer, on an as-needed basis.

C.2.2.1 WAREHOUSE SUPPORT SERVICES

The required support services include selecting, palletizing, packaging and stacking requisitioned material, delivering the requisitioned material in a safe manner to specified locations and recipients, picking up material for disposition, assembling the material (including furniture) at a destination, if required, and breaking down "bulk stock" and replenishing bin and "store stock" materials. The Contractor shall be available for communication with the Project Officer by means of a pager/beeper and cellular phone at all times when contract work is in progress. The Contractor shall also receive work orders from the Project Officer via computer e-mail.

C.2.2.2 PROCESSING SUPPLY REQUESTS

The Contractor shall process all assigned supply requests on the NRC Form 30 entitled, "Request for Administrative Services", E-Mail or other form of documentation provided by NRC, by removing from stock bins only the quantities and supplies specified. All material shall be marked for delivery with the request number and the NRC destination. All "bulk" material shall be placed on pallets and shrink-wrapped prior to delivery. The Contractor personnel who processed the request shall sign his/her name and place his/her security badge number in the "Filled" block on the NRC Form 30, or document the Contractor's performance as directed by the NRC Project Officer and return the documentation to the NRC Project Officer for scheduling of delivery.

C.2.2.3. PROCESSING FURNITURE REQUESTS

The Contractor shall process all assigned supply requests on the NRC Form 30 entitled, "Request for Administrative Services", E-Mail or other form of documentation by removing from storage only the quantities and items specified. The Contractor shall open furniture cartons and inspect the contents for damage prior to delivery. All furniture found to be in a damaged condition shall be reported to the NRC Project Officer immediately. All furniture items shall be marked for delivery with the request number

Section C - Statement of Work

and NRC destination. The Contractor shall assemble requested furniture at the NRC warehouse prior to delivery (conventional furniture only). The Contractor personnel who processed the request shall sign his/her name and place his/her security badge number in the "Filled" block on the NRC Form 30, or document the Contractor's performance as directed by the NRC Project Officer, and return the documentation to the NRC Project Officer for scheduling for delivery.

C.2.2.4 DELIVERING MATERIAL

The Contractor shall deliver material to the destination identified by the NRC Project Officer. Material shall only be delivered to the NRC destination designated by the NRC Project Officer with documentation. The Contractor shall obtain a receipt signature from the person receiving the delivery or an authorized agency employee for the material delivered. The Contractor personnel who delivered the material shall sign his/her name and security badge number in the "Delivered" block on the NRC Form 30 or other documentation being used and return the signed copy of the documentation to the NRC Project Officer. For xerographic paper deliveries, the Contractor shall receive an inventory log sheet from the NRC Project Officer with the quantities and destinations for the deliveries. The Contractor shall draw the required paper from stocks in supply rooms or reproduction centers located in various NRC buildings. The Contractor shall deliver the paper to copy machine rooms located throughout the NRC buildings as directed by the NRC Project Officer.

C.2.2.5 PICKUP OF MATERIAL FOR RETURN

The Contractor shall pickup material from various locations as directed by the NRC Project Officer. The Contractor personnel shall sign for the receipt of any material picked up. Material shall only be picked up from the NRC destinations specified by the NRC Project Officer with documentation. The Contractor shall obtain a release signature from the person receiving the delivery or an authorized agency employee for the pickup of material. The Contractor shall only pickup those items that are indicated on the NRC documentation and any alteration from the instructions on the NRC documentation shall only be performed after obtaining the approval of the NRC Project Officer. All picked up material shall be returned to the NRC warehouse for verification. The Contractor personnel who picked up the material shall sign his/her name and security badge number for receipt of the material in the "Filled" block on the NRC Form 30, or other documentation and return the documentation to the NRC Project Officer.

C.2.2.6 REPLENISHING MATERIAL STOCK

As material is received by the Government into the NRC warehouse, the Project Officer will provide the Contractor with stock replenishment orders by written documentation. The Contractor shall replenish stock levels of supplies and furniture. The Contractor shall break down bulk material from skids and case lots and place them in the designated storage areas.

C.2.2.7 MOVING SERVICES

The Contractor shall provide the labor, vehicles and material to perform moving and trucking services specified in the NRC Work Order. The Contractor shall remove, load, transport, unload and set in place furniture and other equipment or material within or between NRC buildings or from NRC buildings to the GSA warehouse, the NRC warehouse, or to other locations within the Metropolitan area. The Contractor shall cooperate with the Project Officer to ensure that the move is properly coordinated and achieved with minimal disruption to normal NRC operations and other move related

Section C - Statement of Work

activities. For each work order, the Contractor shall designate a working foreman who shall be responsible for supervising the contractor personnel and for on-site communication with the Project Officer concerning work performance.

C.2.2.8 MOVING LARGE FILING SYSTEMS

The Contractor shall provide moving services for large filing systems. This may consist of books, reports, paper files, microfiche, computer tapes and aperture cards. Each collection may vary in size. The Contractor shall assemble the needed boxes, mark each box with the appropriate "TO" address and sequence number, remove the material from the filing equipment, place the material in the appropriate boxes, tape the boxes closed, move the boxes to the new filing location, place the material in the appropriate location, flatten and remove the boxes to an area designated for trash pickup. The Contractor shall ensure that the move and final file arrangements are in accordance with the NRC Work Order diagrams and specifications.

C.2.2.9. NRC SPECIAL EVENT SUPPORT

The Contractor shall perform services to support NRC Special Events as directed by the NRC Project Officer. These services shall include but are not limited to, erecting NRC-furnished tents and stages, placing chairs and tables, etc.

C.2.3 REQUIREMENT TO PROVIDE A WORKING FOREMAN EACH WORKDAY DURING THE TERM OF THE CONTRACT

The Contractor shall provide a qualified individual to NRC each workday during the term of the contract, who fully complies with all of the qualifications stated in Subsection C.2.1 for the labor category "Working Foreman". This individual shall provide NRC with labor services for 8-hours each weekday (federal government holidays excluded) between the hours of 7:15am to 4:00pm Monday through Friday. If directed by the NRC Project Officer, the Contractor shall alter the usual 8-hour work-schedule for the Working Foreman and provide the Working Foreman for the continuous 8-hour period (except for a 45-minute lunchbreak) specified by the NRC Project Officer, within the core hours of 6:30am to 6:30pm.

This individual shall receive NRC Work Order assignments and other technical task-oriented guidance from the NRC Project Officer, and shall oversee and assist the performance of all Contractor staff each day, in order to ensure all services are performed efficiently and in accordance with the requirements of this contract and the technical direction of the NRC Project Officer. The labor services supervised by this individual shall include, but are not limited to: selecting, palletizing, packaging, and stacking material, delivering material in a safe manner to specified locations and recipients, picking up material for disposition, assembling the material (including furniture) at destination (if required), breaking down "bulk stock", and replenishing the NRC warehouse and/or Supply Store "stock" materials. The Working Foreman shall ensure these services are performed in accordance with the guidelines and procedures for each type of service stated in Subsection C.2.2, or as directed by the NRC Project Officer. The Working Foreman shall also oversee and assist with the performance of "small inter-office moves" and office furniture re-arrangements.

The Contractor shall ensure the person provided to perform the daily labor category of "Working Foreman" is equipped with a pager and cellular phone in order to be available for instant

Section C - Statement of Work

communication with the NRC Project Officer at any time during each workday. The Contractor's Working Foreman shall also receive work orders from the NRC Project Officer via e-mail using an NRC-furnished computer.

C.2.4 REQUIREMENT TO PROVIDE ADDITIONAL LABOR SERVICES SUPPORT ON AN "ON-CALL" BASIS

The Contractor shall simultaneously provide any or all of the personnel stated herein in Subsection C.2(D)2. and C.2(D)3., within 12-hours of receiving the NRC Work Orders for such support services, unless the NRC Work Order specifies a later time for delivery.

C.2.4.1 MANDATORY REQUIREMENTS FOR A MINIMUM LABOR POOL AND EQUIPMENT CAPACITY

During the entire period of performance of this contract, the Contractor shall maintain a pool of personnel who meet the qualifications stated in Subsection C.2.1 for each labor category listed in Subsections C.2.4.2 and C.2.4.3 below:

C.2.4.2 MINIMUM LABOR POOL OF PERSONNEL WHO HAVE PASSED THE NRC REQUIREMENTS FOR UN-ESCORTED SITE ACCESS AT NRC

The Contractor shall maintain a "pool" of personnel who have passed the NRC requirements for un-escorted site access at NRC, and who meet all of the qualifications stated herein for each labor category listed below, and have been determined by NRC Security to be suitable for on-site unescorted access to NRC Facilities.

<u>LABOR CATEGORY</u>	<u>MINIMUM QUANTITY OF PERSONNEL IN THE POOL</u>
1. Working Foreman	2/each
2. Warehouse Specialist	3/each
3. Material Handler/Laborer	2/each

C.2.4.3 MINIMUM LABOR POOL OF PERSONNEL WHO ARE NOT REQUIRED TO HAVE PASSED THE NRC REQUIREMENTS FOR UN-ESCORTED SITE ACCESS AT NRC

The Contractor shall maintain a second pool of personnel who meet all of the qualifications stated herein for each labor category listed below, but these personnel are not required to have passed the NRC requirements for on-site unescorted access to NRC Facilities.

<u>LABOR CATEGORY</u>	<u>MINIMUM QUANTITY OF PERSONNEL IN THE POOL</u>
1. Material Handler/Laborer	25/each
2. Packer Library-File	2/each
3. Truck Driver - Heavy	5/each
4. Truck Driver - Tractor Trailer	2/each

Section C - Statement of Work

5.. Systems Furniture Technician

1/each

C.2.4.4 CONTRACTOR WORK HOURS

Listed below are the definitions for the work hours which are paid at the WEEKDAY hourly rates and the NIGHTS & WEEKENDS hourly rates. NRC reserves the right to specify the hours to be worked by all on-call personnel. The Contractor's on-call personnel shall receive a guarantee of working at least 4-hours per assignment only if the on-call personnel arrive at the location stated in the NRC Work Order by the date and time specified in that order. NRC reserves the right to cancel the on-call Work Order for any Contractor personnel arriving late for any reason, at no charge to NRC.

C.2.4.4.1 WEEKDAY WORK HOURS

NRC reserves the right to specify the 8-hour weekday work-day to be performed during any continuous 8-hour period within 6:30am through 6:30pm, Monday through Friday (except for a mid-day lunch break).

C.2.4.4.2 WEEKNIGHT & WEEKEND HOURS

"Weeknight Hours" are defined as those hours beginning after 6:30pm, Monday through Thursday, and ending before 6:30am, the following day. "Weekend Hours" are defined as those hours after 6:30pm on a Friday through 6:30am the following Monday.

C.2.5 REQUIREMENT TO PROVIDE EQUIPMENT SUPPORT ON AN ON-CALL BASIS

The Contractor shall provide NRC with any or all of the equipment listed below in Subsection C.25.1, within 12-hours of the receipt of a NRC Work Order that specifies the delivery of such equipment, or later if the NRC Work Order specifies a later time for delivery.

C.2.5.1. REQUIRED TOTAL EQUIPMENT CAPACITY

At all times during the term of the contract, the contractor shall have the capacity to simultaneously provide the quantities of equipment listed below:

RFP NOTE: The Contractor shall propose fixed rates at its customary unit pricing for each item listed below. Except for trailers and vehicles, this pricing is only effective for quantities in excess of the stated minimums below.

<u>TYPE OF EQUIPMENT</u>	<u>QUANTITY</u>
1. 24-foot Box Truck with power lift gate	5/each
2. Tractor & trailer type truck with ramp sufficient to safely load/un-load trailer.	2/each

Section C - Statement of Work

3. Manual operated Flatbed Truck (cart) Approximately 2.5 feet X 4 feet long	10/each
4. Moving dollies (4-wheel with padded frame)	300/each
5. Stevedore (Large hand-truck with straps)	7/each
6. Loading ramps (sufficient to load a Tractor-Trailer with furniture and equipment)	4/each
7. Equipment panel carts (For moving ADP items)	30/each
8. Systems-furniture panel carts	20/each
9. Truck-cargo tie-down straps	30/each
10. Sufficient hand-tools necessary to assemble Or disassemble general office furniture (Screwdrivers, plyers, wrenches, etc.)	10/each
11. Moving Blankets for padding furniture (Approximately 6 feet X 8 feet)	200/each

C.2.6 MANDATORY REQUIREMENTS FOR CONTRACTOR OPERATION OF GOVERNMENT VEHICLES

The contractor shall establish and maintain a personnel education and oversight system that shall prevent the contractor's personnel from using government vehicles for anything other than the performance of an NRC Work Order.

C.2.6.1 REQUIRED INSURANCE

The Contractor shall, at it's own expense, procure and maintain, during the entire period of performance of this contract, the minimum kinds and amounts of insurance required by the Federal Acquisition Regulation, and State and Federal Laws. This includes complete coverage for the vehicles, any passengers, all contents, and any damage that may occur to persons or property. This coverage shall be sufficient to insure the Contractor against all claims for injury or damage. Such insurance shall be in effect prior to commencing work under this contract. At all times during performance of work under this contract the Contractor shall maintain with the NRC Contracting Officer a current Certificate of Insurance showing at least the insurance required above, and shall provide a thirty (30) days written notice to the Contracting Officer by the insurance company prior to cancellation or material change in policy coverage.

C.2.6.2 LIABILITY FOR DAMAGE OR INJURY

The Contractor shall assume responsibility for all damages or injury to persons or property occasioned

Section C - Statement of Work

through the use, maintenance or operation of the Contractor's vehicles or equipment, including vehicles and equipment furnished to the Contractor by the government, by the action of the Contractor or the Contractor's employees and agents. The government shall be indemnified and saved harmless against claims for damages or injury in any such case.

C.2.6.3. LIABILITY FOR EMPLOYEE CONDUCT

The Contractor shall be responsible for ensuring the contractor's employees adhere to all Federal and State laws during performance of an NRC Work Order and the Contractor shall be liable for any fines, penalties, traffic violations, parking tickets, or other costs resulting from the contractor's employees conduct. The Contractor shall ensure the contractor's employees wear seatbelts while in government vehicles, secure government vehicles by locking doors and windows when un-attended, and at all times maintain the cleanliness of government vehicles.

C.3. PLACEMENT OF NRC AUTHORIZED WORK ORDERS

NRC will complete the attached form (See Attachment A) to place Authorized Work Orders with the Contractor. The Contractor shall provide NRC with the quantity and type of personnel and equipment at the location specified in the NRC Authorized Work Order within 12 hours of the Contractors receipt of the NRC Work Order, or by the date and time specified in the Work Order, whichever is later (i.e. if NRC places a Work Order several days in advance of the date and time the contractor is instructed in the order to provide the personnel and equipment for the order, the 12-hour maximum response time does not apply since the NRC Work Order specifies a longer time).

C.3.1 NRC PERSONNEL AUTHORIZED TO PLACE WORK ORDERS

In addition to the NRC Contracting Officer, the following NRC personnel are authorized to place NRC Work Order for personnel and equipment under this contract, and can be contacted at the phone numbers listed for each person below:

<u>NAME</u>	<u>OFFICE TELEPHONE</u>	<u>PAGER</u>
1. Gary Gladhill	301-492-0050	1-888-798-6953
2. Bill Herron	301-492-0051	1-888-798-8450
3. Dennis Tarner	301-415-2283	1-888-881-1723

C.3.2 CANCELLATION OF NRC WORK ORDERS

Any of the NRC authorized personnel listed herein in Subsection C.3.1 are authorized to cancel part of, or an entire Work Order at any time. NRC will provide written notice of a cancellation to the Contractor by amending the original NRC Work Order. NRC reserves the right to cancel all or part of any Work Order at no charge by providing written notification to the contractor of the cancellation at least 2-hours before the date and time specified in the Work Order to begin. The Contractor will be paid at least 4 hours for any personnel who the contractor cannot reach for cancellation and show up on time at the work site.

SECTION D - PACKAGING AND MARKING**D.1 PACKAGING AND MARKING (MAR 1987)**

The Contractor shall package material for shipment to the NRC in such a manner that will ensure acceptance by common carrier and safe delivery at destination. Containers and closures shall comply with the Interstate Commerce Commission Regulations, Uniform Freight Classification Rules, or regulations of other carriers as applicable to the mode of transportation. On the front of the package, the Contractor shall clearly identify the contract number under which the product is being provided.

SECTION E - INSPECTION AND ACCEPTANCE**E.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

NUMBER	TITLE	DATE
52.246-4	FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) INSPECTION OF SERVICES--FIXED-PRICE	AUG 1996

E.2 PLACE OF INSPECTION AND ACCEPTANCE (MAR 1987)

Inspection and acceptance of the deliverable items to be furnished hereunder shall be made by the Project Officer at the destination.

SECTION F - DELIVERIES OR PERFORMANCE**F.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

NUMBER	TITLE	DATE
	FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)	
52.242-15	STOP-WORK ORDER	AUG 1989
52.247-34	F.O.B. DESTINATION	NOV 1991

**F.2 DURATION OF CONTRACT PERIOD (MAR 1987)
ALTERNATE 4 (JUN 1988)**

The ordering period for this contract shall commence on 3/1/2000 and will expire on 8/31/2000. Any orders issued during this period shall be completed within the time specified in the order, unless otherwise specified herein. (See 52.216-18 - Ordering.) The term of this contract may be extended at the option of the Government for an additional 3 six-month periods.

SECTION G - CONTRACT ADMINISTRATION DATA

G.1 2052.215-73 PROJECT OFFICER AUTHORITY-ALTERNATE 2

(a) The contracting officer's authorized representative, hereinafter referred to as the project officer for this contract is:

Project Officer
Name: Gary Gladhill

Address: Division of Administration Services
NRC Warehouse
5008 Boiling Brook Parkway
Rockville, MD 20852

Telephone Number: 301-492-0051 Fax: 301-492-0054

1st Alternate Project Officer
Name: William Herron

Address: Division of Administration Services
NRC Warehouse
5008 Boiling Brook Parkway
Rockville, MD 20852

Telephone Number: 301-492-0051 Fax: 301-492-0054

2nd Alternate Project Officer

Name: Dennis Tarner

Address: Division of Administration Services
11555 Rockville Pike
Rockville, MD 20852

Telephone Number: 301-415-2283 Fax: 301-415-3420

(b) The project officer shall:

- (1) Place work orders for items required under this contract.
- (2) Monitor contractor performance and recommend to the contracting officer changes in requirements.
- (3) Inspect and accept products/services provided under the contract.
- (4) Review all contractor invoices/vouchers requesting payment for products/services provided under the contract and make recommendations for approval, disapproval, or suspension.

(c) The project officer may not make changes to the express terms and conditions of this contract.

G.2 ORDERING PROCEDURES (MAY 1991)

(a) In addition to the contracting officer, contract administrator, and project officer, the following individuals are authorized to issue work orders under this contract:

William Herron, Dennis Tarner

(b) All delivery orders shall be prepared in accordance with FAR 16.506 and may be issued in writing, orally, or by written telecommunications.

G.3 ELECTRONIC PAYMENT

The Debt Collection Improvement Act of 1996 requires that all payments except IRS tax refunds be made by Electronic Funds Transfer. It is the policy of the Nuclear Regulatory Commission to pay vendors by the Automated Clearing House (ACH) electronic funds transfer payment system. The electronic system is known as Vendor Express. Payment shall be made in accordance with FAR 52.232-33, entitled "Mandatory Information for Electronic Funds Transfer Payment".

To receive payment, the contractor shall complete the "Company Information" portion of the Standard Form 3881, entitled "ACH Vendor/Miscellaneous Payment Enrollment Form" found as an attachment to this document. The contractor shall take the form to the ACH Coordinator at the financial institution that maintains its company's bank account. The contractor shall discuss with the ACH Coordinator how the payment identification information (addendum record) will be passed to them once the payment is received by the financial institution. Further information concerning the addendum is provided at Attachment. The ACN Coordinator should fill out the "Financial Institution Information" portion of the form and return it to the Office of the Controller at the following address: Nuclear Regulatory Commission, Division of Accounting and Finance, Financial Operations Section, Mail Stop T-9-H-4, Washington, DC 20555, ATTN: ACH/Vendor Express. It is the responsibility of the contractor to ensure that the financial institution returns the completed form to the above cited NRC address. If the contractor can provide the financial information, signature of the financial institutions ACH Coordinator is not required. The NRC is under no obligation to send reminders. Only after the Office of the Controller has processed the contractor's sign-up form will the contractor be eligible to receive payments.

Once electronic funds transfer is established for payments authorized by NRC, the contractor needs to submit an additional SF

3881 only to report changes to the information supplied.

Questions concerning ACH/Vendor Express should be directed to the Financial Operations staff at (301) 415-7520."

G.4 PLACEMENT OF WORK ORDERS

As a minimum, the Contractor shall be able to receive work orders between the hours of 8:00am and 5:00pm Monday through Friday. The Project Officer will submit a written job order form to the Contractor which will identify:

1. Work order number
2. Date of work order
3. Date service is required
4. Date service is to be completed
5. Specific service required
6. Specific service location: from where to where
7. Applicable Pricing Schedule from Section B
8. Required labor categories under pricing schedule and the fixed for each category
9. Maximum estimated hours for each labor category
10. Total Not-to-Exceed Amount for entire work order
11. Current contract obligation amount.

A copy of a sample work order is attached to this contract. (Refer to Section J, "List of Attachments"). This sample may be revised by the Contracting Officer. Orders may be telephonically by the Contracting Officer, Project Officer, or authorized representative. Such telephonic orders will be immediately confirmed in a written job order. The Contractor shall not exceed the Not-To-Exceed Amount for the work order without prior authorization and modification of the work order by the Project Officer.

G.5 SERVICE TICKETS

The Contractor shall maintain service tickets which will account for all labor incurred for each work order. The service ticket shall reflect all arrival and departure times of each individual assigned to the work order. The Contractor shall provide a copy of the service ticket with the invoice. Refer to Attachment J.1 "Billing Instructions."

G.6 GUARANTEED MINIMUM

All orders placed by the Government will contain a minimum of four hours for each individual at the applicable hourly rate as shown in Section B of this contract.

SECTION H - SPECIAL CONTRACT REQUIREMENTS**H.1 2052.204-71 SITE ACCESS BADGE REQUIREMENT**

During the life of this contract, the rights of ingress and egress for contractor personnel must be made available as required. In this regard, all contractor personnel whose duties under this contract require their presence on-site shall be clearly identifiable by a distinctive badge furnished by the Government. The Project Officer shall assist the contractor in obtaining the badges for the contractor personnel. It is the sole responsibility of the contractor to ensure that each employee has proper identification at all times. All prescribed identification must be immediately delivered to the Security Office for cancellation or disposition upon the termination of employment of any contractor personnel. Contractor personnel must have this identification in their possession during on-site performance under this contract. It is the contractor's duty to assure that contractor personnel enter only those work areas necessary for performance of contract work, and to assure the safeguarding of any Government records or data that contractor personnel may come into contact with.

**H.2 DETERMINATION OF MINIMUM WAGES AND FRINGE BENEFITS
(NOV 1989)**

Each employee of the Contractor or any subcontractor performing services under this contract shall be paid at least the minimum allowable monetary wage and fringe benefits prescribed under the U.S. Department of Labor Wage Determination which is attached (See Section J for List of Attachments).

H.3 SITE ACCESS BADGE PROCEDURES (FEB 1995)

The contractor shall ensure that all its employees, including any subcontractor employees and any subsequent new employees who are assigned to perform the work herein, are approved by the Government for building access.

Within ten working days after award of a contract, execution of a modification of a contract or proposal of new personnel for contract tasks, the firm so notified must furnish properly completed security applications for employees. Timely receipt of properly completed security applications is a contract requirement. Failure of the contractor to comply with this condition within the ten work-day period may be a basis to void the notice of selection. In that event, the Government may select another firm for award.

The Government shall have and exercise full and complete control over granting, denying, withholding, or terminating building access approvals for individuals performing work under this contract. Individuals performing work under this contract shall be required to complete and submit to the contractor representative an acceptable Form 176 (Statement of Personal History), and two FD-258 (Fingerprint Charts) at least 48 hours prior to performing services at the NRC. The contractor representative will submit the documents to the Project Officer who will give them to the Division of Security. Since the NRC/Government approval process takes 45 to 60 days or longer from receipt of acceptable security applications, the NRC may, among other things, grant or deny temporary building access approval to an individual based upon its review of the information contained in the GSA Form 176. Also, in the exercise of its authority, GSA may, among other things, grant or deny permanent building access approval based on the results of its investigation and adjudication guidelines. This submittal requirement also applies to the officers of the firm who, for any reason, may visit the work sites for an extended period of time during the term of the contract. In the event that NRC and GSA are unable to grant a temporary or permanent building access approval, to any individual performing work under this contract, the contractor is responsible for assigning another individual to perform the necessary function without any delay in the contract's performance schedule, or without adverse impact to any other terms or conditions of the contract. The contractor is responsible for informing those affected by this procedure of the required building access approval process (i.e., temporary and permanent determinations), and the possibility that individuals may be required to wait until permanent building access approvals are granted before beginning work in NRC's buildings.

The contractor will advise the Project Officer, who, in turn, will advise the Division of Security, of the termination or dismissal of any employee who has applied for, or has been granted, NRC building access approval. It is the responsibility of the contractor to obtain and return to the Division of Security, any photo-identification or temporary badge of an individual who no longer requires access to NRC space.

H.4 2052.204-70 SECURITY

(a) Security/Classification Requirements Form. The attached NRC Form 187 (See Section J for List of Attachments) furnishes the basis for providing security and classification requirements to prime contractors, subcontractors, or others (e.g., bidders) who have or may have an NRC contractual relationship that requires access to classified information or matter, access on a continuing basis (in excess of 90 or more days) to NRC Headquarters controlled buildings, or otherwise requires NRC photo identification or card-key badges.

(b) It is the contractor's duty to safeguard National Security Information, Restricted Data, and Formerly Restricted Data. The contractor shall, in accordance with the Commission's security

regulations and requirements, be responsible for safeguarding National Security Information, Restricted Data, and Formerly Restricted Data, and for protecting against sabotage, espionage, loss, and theft, the classified documents and material in the contractor's possession in connection with the performance of work under this contract. Except as otherwise expressly provided in this contract, the contractor shall, upon completion or termination of this contract, transmit to the Commission any classified matter in the possession of the contractor or any person under the contractor's control in connection with performance of this contract. If retention by the contractor of any classified matter is required after the completion or termination of the contract and the retention is approved by the contracting officer, the contractor shall complete a certificate of possession to be furnished to the Commission specifying the classified matter to be retained. The certification must identify the items and types or categories of matter retained, the conditions governing the retention of the matter and their period of retention, if known. If the retention is approved by the contracting officer, the security provisions of the contract continue to be applicable to the matter retained.

(c) In connection with the performance of the work under this contract, the contractor may be furnished, or may develop or acquire, proprietary data (trade secrets) or confidential or privileged technical, business, or financial information, including Commission plans, policies, reports, financial plans, internal data protected by the Privacy Act of 1974 (Pub. L. 93-579), or other information which has not been released to the public or has been determined by the Commission to be otherwise exempt from disclosure to the public. The contractor agrees to hold the information in confidence and not to directly or indirectly duplicate, disseminate, or disclose the information in whole or in part to any other person or organization except as may be necessary to perform the work under this contract. The contractor agrees to return the information to the Commission or otherwise dispose of it at the direction of the contracting officer. Failure to comply with this clause is grounds for termination of this contract.

(d) Regulations. The contractor agrees to conform to all security regulations and requirements of the Commission which are subject to change as directed by the NRC Division of Security and the Contracting Officer. These changes will be under the authority of the changes clause.

(e) Definition of National Security Information. The term National Security Information, as used in this clause, means information that has been determined pursuant to Executive Order 12356 or any predecessor order to require protection against unauthorized disclosure and that is so designated.

(f) Definition of Restricted Data. The term Restricted Data, as used in this clause, means all data concerning:

- (1) design, manufacture, or utilization of atomic weapons;
- (2) the production of special nuclear material; or

(3) the use of special nuclear material in the production of energy, but does not include data declassified or removed from the Restricted Data category pursuant to section 142 of the Atomic Energy Act of 1954, as amended.

(g) Definition of Formerly Restricted Data. The term Formerly Restricted Data, as used in this clause, means all data removed from the Restricted Data category under section 142-d of the Atomic Energy Act of 1954, as amended.

(h) Security clearance personnel. The contractor may not permit any individual to have access to Restricted Data, Formerly Restricted Data, or other classified information, except in accordance with the Atomic Energy Act of 1954, as amended, and the Commission's regulations or requirements applicable to the particular type or category of classified information to which access is required. The contractor shall also execute a Standard Form 312, Classified Information Nondisclosure Agreement, when access to classified information is required.

(i) Criminal liabilities. It is understood that disclosure of National Security Information, Restricted Data, and Formerly Restricted Data, relating to the work or services ordered hereunder to any person not entitled to receive it, or failure to safeguard any Restricted Data, Formerly Restricted Data, or any other classified matter that may come to the contractor or any person under the contractor's control in connection with work under this contract, may subject the contractor, its agents, employees, or subcontractors to criminal liability under the laws of the United States. (See the Atomic Energy Act of 1954, as amended, 42 U.S.C. 2011 et seq.; 18 U.S.C. 793 and 794; and Executive Order 12356.)

(j) Subcontracts and purchase orders. Except as otherwise authorized in writing by the contracting officer, the contractor shall insert provisions similar to the foregoing in all subcontracts and purchase orders under this contract.

(k) In performing the contract work, the contractor shall classify all documents, material, and equipment originated or generated by the contractor in accordance with guidance issued by the Commission. Every subcontract and purchase order issued hereunder involving the origination or generation of classified documents, material, and equipment must provide that the subcontractor or supplier assign classification to all documents, material, and equipment in accordance with guidance furnished by the contractor.

H.5 SEAT BELTS

Contractors, subcontractors, and grantees, are encouraged to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented, or personally owned vehicles.

PART II - CONTRACT CLAUSES**SECTION I - CONTRACT CLAUSES****I.1 NOTICE LISTING CONTRACT CLAUSES INCORPORATED BY REFERENCE**

The following contract clauses pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the clause at FAR "52.252-2 CLAUSES INCORPORATED BY REFERENCE" in Section I of this contract. See FAR 52.252-2 for an internet address (if specified) for electronic access to the full text of a clause.

NUMBER	TITLE	DATE
	FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1)	
52.202-1	DEFINITIONS	OCT 1995
52.203-3	GRATUITIES	APR 1984
52.203-5	COVENANT AGAINST CONTINGENT FEES	APR 1984
52.203-6	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT	JUL 1995
52.203-7	ANTI-KICKBACK PROCEDURES	JUL 1995
52.203-8	CANCELLATION, RESCISSION, AND RECOVERY OF FUNDS FOR ILLEGAL OR IMPROPER ACTIVITY	JAN 1997
52.203-10	PRICE OR FEE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY	JAN 1997
52.203-12	LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS	JUN 1997
52.204-4	PRINTING/COPYING DOUBLE-SIDED ON RECYCLED PAPER	JUN 1996
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT	JUL 1995
52.215-2	AUDIT AND RECORDS--NEGOTIATION	JUN 1999
52.215-8	ORDER OF PRECEDENCE--UNIFORM CONTRACT FORMAT	OCT 1997
52.219-8	UTILIZATION OF SMALL BUSINESS CONCERNS	OCT 1999
52.219-14	LIMITATIONS ON SUBCONTRACTING	DEC 1996
52.222-3	CONVICT LABOR	AUG 1996
52.222-4	CONTRACT WORK HOURS AND SAFETY STANDARDS ACT-OVERTIME COMPENSATION	JUL 1995
52.222-26	EQUAL OPPORTUNITY	FEB 1999
52.222-35	AFFIRMATIVE ACTION FOR DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA	APR 1998
52.222-36	AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES	JUN 1998
52.222-37	EMPLOYMENT REPORTS ON DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA	JAN 1999
52.222-41	SERVICE CONTRACT ACT OF 1965, AS AMENDED	MAY 1989
52.222-43	FAIR LABOR STANDARDS ACT AND SERVICE	MAY 1989

	CONTRACT ACT-PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS)	
52.223-2	CLEAN AIR AND WATER	APR 1984
52.223-5	POLLUTION PREVENTION AND RIGHT-TO-KNOW	APR 1998
52.223-6	DRUG-FREE WORKPLACE	JAN 1997
52.225-11	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES	AUG 1998
52.227-1	AUTHORIZATION AND CONSENT	JUL 1995
52.227-2	NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENT	AUG 1996
52.228-5	INSURANCE--WORK ON A GOVERNMENT INSTALLATION	JAN 1997
52.229-4	FEDERAL, STATE, AND LOCAL TAXES (NONCOMPETITIVE CONTRACT)	JAN 1991
52.229-5	TAXES--CONTRACTS PERFORMED IN U.S. POSSESSIONS OR PUERTO RICO	APR 1984
52.232-1	PAYMENTS	APR 1984
52.232-8	DISCOUNTS FOR PROMPT PAYMENT	MAY 1997
52.232-11	EXTRAS	APR 1984
52.232-17	INTEREST	JUN 1996
52.232-23	ASSIGNMENT OF CLAIMS	JAN 1986
52.232-25	PROMPT PAYMENT	JUN 1997
52.232-34	PAYMENT BY ELECTRONIC FUNDS TRANSFER-- OTHER THAN CENTRAL CONTRACTOR REGISTRATION	MAY 1999
52.233-1	DISPUTES	DEC 1998
52.233-3	PROTEST AFTER AWARD	AUG 1996
52.237-2	PROTECTION OF GOVERNMENT BUILDINGS, EQUIPMENT, AND VEGETATION	APR 1984
52.242-13	BANKRUPTCY	JUL 1995
52.243-1	CHANGES--FIXED PRICE ALTERNATE I (APR 1994)	AUG 1987
52.244-2	SUBCONTRACTS	AUG 1998
52.244-5	COMPETITION IN SUBCONTRACTING	DEC 1996
52.244-6	SUBCONTRACTS FOR COMMERCIAL ITEMS AND COMMERCIAL COMPONENTS	OCT 1998
52.246-25	LIMITATION OF LIABILITY--SERVICES	FEB 1997
52.249-2	TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (FIXED-PRICE)	SEP 1996
52.249-8	DEFAULT (FIXED-PRICE SUPPLY AND SERVICE)	APR 1984
52.253-1	COMPUTER GENERATED FORMS	JAN 1991

I.2 52.216-18 ORDERING (OCT 1995)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from the effective date to the expiration date through the end of the effective period.

(b) All delivery orders or task orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order or task order and this contract, the contract shall control.

(c) If mailed, a delivery order or task order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally, by facsimile, or by electronic commerce methods only if authorized in the Schedule.

I.3 52.216-22 INDEFINITE QUANTITY (OCT 1995)

(a) This is an indefinite-quantity contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies and services specified in the Schedule are estimates only and are not purchased by this contract.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. The Contractor shall furnish to the Government, when and if ordered, the supplies or services specified in the Schedule up to and including the quantity designated in the Schedule as the "maximum." The Government shall order at least the quantity of supplies or services designated in the Schedule as the "minimum."

(c) Except for any limitations on quantities in the Order Limitations clause or in the Schedule, there is no limit on the number of orders that may be issued. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(d) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after 3 months after contract expiration.

I.4 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (NOV 1999)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided that the Government gives the Contractor a preliminary written notice of its intent to extend at least 45 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option provision.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 4 years.

I.5 52.222-42 STATEMENT OF EQUIVALENT RATES FOR FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

This Statement is for Information Only: It is not a Wage Determination.

Employee Class	Monetary Wage - Fringe Benefits

Warehouse Specialist	\$12.61
Material Handling Lab	\$10.01
Shipping Packer	\$11.80
Heavy Truck Driver	\$16.93
Tractor Trailer Driver	\$16.93

I.6 SBA MOU PROVISIONS

The NRC will give advance notice to the SBA before it issues a final notice terminating this contract in whole or in part. The NRC will coordinate with the SBA any novation agreements submitted by the Contractor and its successor in interest for approval prior to incorporation into this contract.

I.7 52.252-2 CLAUSES INCORPORATED BY REFERENCE (FEB 1998)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this/these address(es):

PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

SECTION J - LIST OF ATTACHMENTS

Att No.	Attachment Name
1	Billing Instructions
2	Work order Form
3	ACH Vendor Form
4	Wage Determination
5	NRC form 187

PART IV - REPRESENTATIONS AND INSTRUCTIONS
SECTION K - REPRESENTATIONS, CERTIFICATIONS AND
OTHER STATEMENTS OF OFFERORS

**K.1 NOTICE LISTING SOLICITATION PROVISIONS INCORPORATED
BY REFERENCE**

The following solicitation provisions pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the FAR provision at FAR "52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE" in Section L of this solicitation. See FAR 52.252-1 for an internet address (if specified) for electronic access to the full text of a provision.

NUMBER	TITLE	DATE
52.203-11	FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS	APR 1991

**K.2 52.203-2 CERTIFICATE OF INDEPENDENT PRICE
DETERMINATION (APR 1985)**

(a) The offeror certifies that--

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to--

(i) those prices;

(ii) the intention to submit an offer;, or

(iii) the methods or factors used to calculate the prices offered;

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

(3) No attempt has been made or will be made by the offeror to induce any other concern to submit or not to submit an offer for the purpose of restricting competition.

(b) Each signature on the offer is considered to be a

certification by the signatory that the signatory--

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (i) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above

[Insert full name of person(s) in the offeror's organization responsible for determining the prices offered in the bid or proposal, and the title of his or her position in the offeror's organization];

(ii) As an authorized agent, does certify that the principals named in subdivision (b)(2)(i) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the offeror deletes or modifies subparagraph (a)(2) of this provision, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

K.3 52.204-3 TAXPAYER IDENTIFICATION (OCT 1998)

(a) Definitions.

Common parent, as used in this provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

Taxpayer Identification Number (TIN), as used in this provision, means the number required by the Internal Revenue Service (IRS) to be used by the offeror in reporting income tax and other returns. The TIN may be either a Social Security Number or an Employer Identification Number.

(b) All offerors must submit the information required in paragraphs (d) through (f) of this provision to comply with debt

collection requirements of 31 U.S.C. 7701(c) and 3325(d), reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M, and implementing regulations issued by the IRS. If the resulting contract is subject to the payment reporting requirements described in Federal Acquisition Regulation (FAR) 4.904, the failure or refusal by the offeror to furnish the information may result in a 31 percent reduction of payments otherwise due under the contract.

(c) The TIN may be used by the Government to collect and report on any delinquent amounts arising out of the offeror's relationship with the Government (31 U.S.C. 7701(c)(3)). If the resulting contract is subject to the payment reporting requirements described in FAR 4.904, the TIN provided hereunder may be matched with IRS records to verify the accuracy of the offeror's TIN.

(d) Taxpayer Identification Number (TIN).

[]
TIN:-----

[] TIN has been applied for.

[] TIN is not required because:

[] Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the United States and does not have an office or place of business or a fiscal paying agent in the United States;

[] Offeror is an agency or instrumentality of a foreign government;

[] Offeror is an agency or instrumentality of the Federal Government.

(e) Type of organization.

[] Sole proprietorship;

[] Partnership;

[] Corporate entity (not tax-exempt);

[] Corporate entity (tax-exempt);

[] Government entity (Federal, State, or local);

[] Foreign government;

[] International organization per 26 CFR 1.6049-4;

[]
Other-----

(f) Common parent.

[] Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.

[] Name and TIN of common parent:

Name-----

TIN-----

K.4 52.209-5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (MAR 1996)

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that -

(i) The Offeror and/or any of its Principals -

(A) Are [] are not [] presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have [] have not [], within a 3-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion or receiving stolen property; and

(C) Are [] are not [] presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

(ii) The Offeror has [] has not [], within a 3-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN

AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

**K.5 52.219-1 SMALL BUSINESS PROGRAM REPRESENTATIONS
(MAY 1999)**

(a)(1) The standard industrial classification (SIC) code for this acquisition is 4225.

(2) The small business size standard is 18.0 million in average annual receipts over last 3 years.

(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

(b) Representations. (1) The offeror represents as part of its offer that it [] is, [] is not a small business concern.

(2) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents, for general statistical purposes, that it [] is, [] is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.

(3) (Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.) The offeror represents as part of its offer that it [] is, [] is not a women-owned small business concern.

(c) Definitions.

"Small business concern", as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR Part 121 and the size standard in paragraph (a) of this provision.

"Women-owned small business concern", as used in this provision, means a small business concern--

(1) Which is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and

(2) Whose management and daily business operations are controlled by one or more women.

(d) Notice. (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

(2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(i) Be punished by imposition of fine, imprisonment, or both;

(ii) Be subject to administrative remedies, including suspension and debarment; and

(iii) Be ineligible for participation in programs conducted under the authority of the Act.

**K.6 52.222-22 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS
(FEB 1999)**

The offeror represents that--

(a) It [] has, [] has not participated in a previous contract or

subcontract subject to the Equal Opportunity clause of this solicitation; the clause originally contained in Section 310 of Executive Order No. 10925, or the clause contained in Section 201 of Executive Order No. 11114;

(b) It [] has, [] has not filed all required compliance reports; and

(c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

K.7 52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)

The offeror represents that--

(a) It [] has developed and has on file, [] has not developed, and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2), or (b) It [] has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

K.8 52.223-1 CLEAN AIR AND WATER CERTIFICATION (APR 1984)

The Offeror certifies that--

(a) Any facility to be used in the performance of this proposed contract is [], is not [] listed on the Environmental Protection Agency (EPA) List of Violating Facilities;

(b) The Offeror will immediately notify the Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the EPA, indicating that any facility that the Offeror proposes to use for the performance of the contract is under consideration to be listed on the (EPA) List of Violating Facilities; and

(c) The Offeror will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract.

K.9 2052.209-70 QUALIFICATIONS OF CONTRACT EMPLOYEES

The offeror hereby certifies by submission of this offer that all representations made regarding its employees, proposed subcontractor

personnel, and consultants are accurate.

K.10 2052.209-71 CURRENT/FORMER AGENCY EMPLOYEE INVOLVEMENT

(a) The following representation is required by the NRC Acquisition Regulation 2009.105-70(b). It is not NRC policy to encourage offerors and contractors to propose current/former agency employees to perform work under NRC contracts, and as set forth in the above cited provision, the use of such employees may, under certain conditions, adversely affect NRC's consideration of non-competitive proposals and task orders.

(b) The offeror hereby certifies that there [] are [] are no current/former NRC employees (including special Government employees performing services as experts, advisors, consultants, or members of advisory committees) who have been or will be involved, directly or indirectly, in developing the offer, or in negotiating on behalf of the offeror, or in managing, administering, or performing any contract, consultant agreement, or subcontract resulting from this offer. For each individual so identified, the Technical and Management proposal must contain, as a separate attachment, the name of the individual, the individual's title while employed by the NRC, the date individual left NRC, and brief description of the individual's role under this proposal.

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS**L.1 NOTICE LISTING SOLICITATION PROVISIONS INCORPORATED BY REFERENCE**

The following solicitation provisions pertinent to this section are hereby incorporated by reference (by Citation Number, Title, and Date) in accordance with the FAR provision at FAR "52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE" in Section L of this solicitation. See FAR 52.252-1 for an internet address (if specified) for electronic access to the full text of a provision.

NUMBER	TITLE	DATE
52.214-34	FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) SUBMISSION OF OFFERS IN THE ENGLISH LANGUAGE	APR 1991
52.214-35	SUBMISSION OF OFFERS IN U.S. CURRENCY	APR 1991
52.215-16	FACILITIES CAPITAL COST OF MONEY	OCT 1997

L.2 52.204-6 DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER (JUN 1999)

(a) The offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" followed by the DUNS number that identifies the offeror's name and address exactly as stated in the offer. The DUNS number is a nine-digit number assigned by Dun and Bradstreet Information Services.

(b) If the offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one. A DUNS number will be provided immediately by telephone at no charge to the offeror. For information on obtaining a DUNS number, the offeror, if located within the United States, should call Dun and Bradstreet at 1-800-333-0505. The offeror should be prepared to provide the following information:

- (1) Company name.
- (2) Company address.
- (3) Company telephone number.
- (4) Line of business.
- (5) Chief executive officer/key manager.
- (6) Date the company was started.

(7) Number of people employed by the company.

(8) Company affiliation.

(c) Offerors located outside the United States may obtain the location and phone number of the local Dun and Bradstreet Information Services office from the Internet home page at <http://www.customerservice@dnb.com/>. If an offeror is unable to locate a local service center, it may send an e-mail to Dun and Bradstreet at globalinfo@mail.dnb.com.

L.3 52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a FFP, Indefinite Quantity contract resulting from this solicitation.

L.4 52.233-2 SERVICE OF PROTEST (AUG 1996)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

Hand-Carried Address:

U.S. Nuclear Regulatory Commission
Division of Contracts and Property Mgt.
Attn: T-7-I-2
11545 Rockville Pike
Rockville MD 20852

Mailing Address:

U.S. Nuclear Regulatory Commission
Division of Contracts and Property Mgt.
Attn: T-7-I-2

Washington DC 20555

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

**L.5 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY
REFERENCE (FEB 1998)**

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. The offeror is cautioned that the listed provisions may include blocks that must be completed by the offeror and submitted with its quotation or offer. In lieu of submitting the full text of those provisions, the offeror may identify the provision by paragraph identifier and provide the appropriate information with its quotation or offer. Also, the full text of a solicitation provision may be accessed electronically at this/these address(es):

L.6 2052.215-76 DISPOSITION OF PROPOSALS

After award of the contract, one copy of each unsuccessful proposal is retained by the NRC's Division of Contracts and Property Management in accordance with the General Records Schedule 3(5)(b). Unless return of the additional copies of the proposals is requested by the offeror upon submission of proposal, all other copies will be destroyed. This request should appear in a cover letter accompanying the proposal.

L.7 2052.222-70 NONDISCRIMINATION BECAUSE OF AGE

It is the policy of the Executive Branch of the Government that:

(a) Contractors and subcontractors engaged in the performance of Federal contracts may not, in connection with the employment, advancement, or discharge of employees or in connection with the terms, conditions, or privileges of their employment, discriminate against persons because of their age except upon the basis of a bona fide occupational qualification, retirement plan, or statutory requirements; and

(b) That contractors and subcontractors, or person acting on their behalf, may not specify, in solicitations or advertisements for employees to work on Government contracts, a maximum age limit for employment unless the specified maximum age limit is based upon a bona fide occupational qualification, retirement plan, or statutory requirement.

L.8 ESTIMATED DURATION (JUN 1988)

The duration of the contract is estimated to be six months. (See section F for any option periods)

L.9 USE OF AUTOMATED CLEARING HOUSE (ACH) ELECTRONIC PAYMENT/REMITTANCE ADDRESS

The Debt Collection Improvement Act of 1996 requires that all Federal payments except IRS tax refunds be made by Electronic Funds Transfer. It is the policy of the Nuclear Regulatory Commission to pay government vendors by the Automated Clearing House (ACH) electronic funds transfer payment system. Item 15C of the Standard Form 33 may be disregarded.

L.10 TIMELY RECEIPT OF PROPOSALS

All hand-carried offers including those made by private delivery services (e.g., Federal Express and Airborne Express) must be delivered to the NRC loading dock security station located at 11545 Rockville Pike, Rockville, Maryland 20852 and received in the depository located in Room T-7-I-2. All offerors shall allow extra time for internal mail distribution. NRC is a secure facility with perimeter access-control and NRC personnel are not available to receive hand-carried offers except during normal working hours, 7:30 AM - 3:30 PM, Monday through Friday, excluding federal holidays.

L.11 AWARD NOTIFICATION AND COMMITMENT OF PUBLIC FUNDS

(a) All offerors will receive preaward and postaward notices in accordance with FAR 15.503.

(b) It is also brought to your attention that the contracting officer is the only individual who can legally commit the NRC to the expenditure of public funds in connection with this procurement. This means that unless provided in a contract document or specifically authorized by the contracting officer, NRC technical personnel may not issue contract modifications, give informal contractual commitments, or otherwise bind, commit, or obligate the NRC contractually. Informal contractual commitments include:

(1) Encouraging a potential contractor to incur costs prior to receiving a contract;

(2) Requesting or requiring a contractor to make changes under a contract without formal contract modifications;

(3) Encouraging a contractor to incur costs under a cost-reimbursable contract in excess of those costs contractually allowable; and

(4) Committing the Government to a course of action with regard to a potential contract, contract change, claim, or dispute.

L.12 PROPOSAL INSTRUCTIONS

The offeror shall submit 1 original signed and completed copies of the SF33 and RFP continuation sheets to the NRC by the deadline on the SF 33 block 9.

In addition, by the same deadline the offeror shall submit the following:

- an original and two copies of a contract pricing proposal with the standard cost element breakdown by CLIN (labor rate, fringe, overhead, G&A profit).

- an original and two of a staffing plan showing how the offeror plans to staff this contract, i.e. Service Contract Act labor categories, identity and qualifications of the on-site working foreman and backup, plan for providing backup when needed, number of cleared and uncleared employees in backup pool.

BILLING INSTRUCTIONS FOR
FIXED PRICE CONTRACTS

General: The contractor shall prepare vouchers or invoices as prescribed herein. FAILURE TO SUBMIT VOUCHERS/INVOICES IN ACCORDANCE WITH THESE INSTRUCTIONS WILL RESULT IN REJECTION OF THE VOUCHER/INVOICES AS IMPROPER.

Form: Claims shall be submitted on the payee's letterhead, voucher/invoices, or on the Government's Standard Form 1034, "Public Voucher for Purchases and Services Other than Personal," and Standard Form 1035, "Public Voucher for Purchases Other than Personal--Continuation Sheet." These forms are available from the U.S. Government Printing Office, 710 North Capitol Street, Washington, DC 20401.

Number of Copies: An original and three copies shall be submitted. Failure to submit all the required copies will result in rejection of the voucher/invoice as improper.

Designated Agency Billing Office: Vouchers/Invoices shall be submitted to the following address:

U.S. Nuclear Regulatory Commission
Division of Contracts - T-7-I-2
Washington, DC 20555-0001

A copy of any invoice which includes a purchase of property valued at the time of purchase at \$5000 or more, shall additionally be sent to:

Chief, Property Management Branch
Division of Facilities and Property Management
Mail Stop - T-7-D-27
Washington, DC 20555-0001

HAND-DELIVERY OF VOUCHERS/INVOICES IS DISCOURAGED AND WILL NOT EXPEDITE PROCESSING BY THE NRC. However, should you choose to deliver

vouchers/invoices by hand, including delivery by any express mail service or special delivery service which uses a courier or other person to deliver the vouchers/invoices in person to the NRC, such vouchers/invoices must be addressed to the above Designated Agency Billing Office and will only be accepted at the following location:

U.S. Nuclear Regulatory Commission
One White Flint North - Mail Room
11555 Rockville Pike
Rockville, MD 20852

HAND-CARRIED SUBMISSIONS WILL NOT BE ACCEPTED AT OTHER THAN THE ABOVE ADDRESS

(BILLING INSTRUCTIONS FOR FIXED PRICE CONTRACTS - Page 2 of 3)

Note that the official receipt date for hand-delivered vouchers/invoices will be the date it is received by the official agency billing office in the Division of Contracts.

Agency Payment Office: Payment will continue to be made by the office designated in the contract in Block 12 of the Standard Form 26 or Block 25 of the Standard Form 33, whichever is applicable.

Frequency: The contractor shall submit a voucher or invoice only after the NRC's final acceptance of services rendered or products delivered in performance of the contract unless otherwise specified in the contract.

Preparation and Itemization of the Voucher/Invoice: The voucher/invoice shall be prepared in ink or by typewriter (without strike-overs). Corrections or erasures must be initialed. To be considered a proper voucher/invoice, all of the following elements must be included:

1. Contract number.
2. Sequential voucher/invoice number.
3. Date of voucher/invoice.
4. Payee's name and address. (Show the name of the contractor and its correct address. In addition, when an assignment of funds has been made

by the contractor, or a different payee has been designated, include the name and address of the payee). Indicate the name and telephone number of the individual responsible for answering questions which the NRC may have regarding the voucher/invoice.

5. Description of articles or services, quantity, unit price, and total amount.
6. For contractor acquired property list each item purchased costing \$50,000 or more and having a life expectancy of more than 1 year and provide: (1) an item description, (2) manufacturer, (3) model number, (4) serial number, (5) acquisition cost, (6) date of purchase, and (7) a copy of the purchasing document.
7. Weight and zone of shipment, if shipped by parcel post.
8. Charges for freight or express shipments. Attach prepaid bill if shipped by freight or express.
9. Instructions to consignee to notify the Contracting Officer of receipt of shipment.

10. For Indefinite Delivery contracts or contracts under which progress payments are authorized, the final voucher/invoice shall be marked "FINAL VOUCHER" OR "FINAL INVOICE."

Currency: Billings may be expressed in the currency normally used by the contractor in maintaining his accounting records and payments will be made in that currency. However, the U.S. dollar equivalent for all vouchers/invoices paid under the contract may not exceed the total U.S. dollars authorized in the contract.

Supersession: These instructions supersede any previous billing instructions.

R:\BILLING.396

Sample

Name and Address

CALL#
DATE OF SERVICE
COMPLETED DATE
LOCATION OF JOB

NRC Warehouse, PSC Gaithersburg

LABOR SERVICES WEEKDAYS

	QUANTITY	UNIT	UNIT PRICE	AMOUNT
A. Project Supervision	-----	----	-----	-----
B. Truckdriver/Heavy-Truck	-----	----	-----	-----
C. Truckdriver/Tractor-Trailer	-----	----	-----	-----
D. Material Handling Laborer	-----	----	-----	-----
E. Packer/Library-File	-----	----	-----	-----

LABOR SERVICES NIGHT AND WEEKENDS

	QUANTITY	UNIT	UNIT PRICE	AMOUNT
A. Working Foreman	-----	----	-----	-----
B. Truckdriver/Heavy-Truck	-----	----	-----	-----
C. Truckdriver/Tractor-Trailer	-----	----	-----	-----
D. Material Handling Labor	-----	----	-----	-----
E. Packer/Library-File	-----	----	-----	-----

DESCRIPTION OF WORK:

ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM

OMB No. 1510-0056
Expiration Date 06/30/93

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form for completion.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data, by electronic means, to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House Payment System.

AGENCY INFORMATION

FEDERAL PROGRAM AGENCY

J.S. NUCLEAR REGULATORY COMMISSION

AGENCY IDENTIFIER

NRC

AGENCY LOCATION CODE (ALC)

31000001

ACH FORMAT

CCD+

CTX

CTP

ADDRESS

DIVISION OF ACCOUNTING AND FINANCE, MAIL STOP T-9 H4

WASHINGTON, DC 20555-0001

CONTACT PERSON NAME

FINANCIAL OPERATIONS SECTION

TELEPHONE NUMBER

(301) 415 - 7520

PAYEE/COMPANY INFORMATION

NAME

SSN NO. OR TAXPAYER ID NO.

ADDRESS

CONTACT PERSON NAME:

TELEPHONE NUMBER:

()

FINANCIAL INSTITUTION INFORMATION

NAME

ADDRESS

ACH COORDINATOR NAME

TELEPHONE NUMBER

NINE-DIGIT ROUTING TRANSIT NUMBER

DEPOSITOR ACCOUNT TITLE:

DEPOSITOR ACCOUNT NUMBER:

LOCK BOX NUMBER:

ACH FORMAT:

CHECKING

SAVINGS

LOCK BOX

SIGNATURE AND TITLE OF AUTHORIZED OFFICIAL:

TELEPHONE NUMBER:

()

01290 Rental Clerk	\$ 13.55
01300 Scheduler, Maintenance	\$ 13.55
01311 Secretary I	\$ 13.55
01312 Secretary II	\$ 14.83
01313 Secretary III	\$ 16.63
01314 Secretary IV	\$ 18.91
01315 Secretary V	\$ 21.27
01320 Service Order Dispatcher	\$ 12.08
01341 Stenographer I	\$ 13.26
01342 Stenographer II	\$ 14.87
01400 Supply Technician	\$ 18.91
01420 Survey Worker (Interviewer)	\$ 13.22
01460 Switchboard Operator-Receptionist	\$ 10.28
01510 Test Examiner	\$ 14.83
01520 Test Proctor	\$ 14.83
01531 Travel Clerk I	\$ 8.76
01532 Travel Clerk II	\$ 9.41
01533 Travel Clerk III	\$ 10.41
01611 Word Processor I	\$ 10.48
01612 Word Processor II	\$ 12.05
01613 Word Processor III	\$ 14.95

Automatic Data Processing Occupations:

03010 Computer Data Librarian	\$ 10.20
03041 Computer Operator I	\$ 10.23
03042 Computer Operator II	\$ 12.06
03043 Computer Operator III	\$ 14.62
03044 Computer Operator IV	\$ 16.53
03045 Computer Operator V	\$ 17.79
03071 Computer Programmer I 1/	\$ 16.50
03072 Computer Programmer II 1/	\$ 19.36
03073 Computer Programmer III 1/	\$ 22.67
03074 Computer Programmer IV 1/	\$ 26.29
03101 Computer Systems Analyst I 1/	\$ 20.62
03102 Computer Systems Analyst II 1/	\$ 26.82
03103 Computer Systems Analyst III 1/	\$ 27.62
03160 Peripheral Equipment Operator	\$ 11.47

Automotive Service Occupations:

05005 Automobile Body Repairer, Fiberglass	\$ 18.39
05010 Automotive Glass Installer	\$ 16.45
05040 Automotive Worker	\$ 16.45
05070 Electrician, Automotive	\$ 17.44
05100 Mobile Equipment Servicer	\$ 14.43
05130 Motor Equipment Metal Mechanic	\$ 18.39
05160 Motor Equipment Metal Worker	\$ 16.45

05190 Motor Vehicle Mechanic	\$ 18.46
05220 Motor Vehicle Mechanic Helper	\$ 13.38
05250 Motor Vehicle Upholstery Worker	\$ 15.47
05280 Motor Vehicle Wrecker	\$ 16.45
05310 Painter, Automotive	\$ 17.44
05340 Radiator Repair Specialist	\$ 16.45
05370 Tire Repairer	\$ 14.43
05400 Transmission Repair Specialist	\$ 18.39

Food Preparation and Service Occupations:

07010 Baker	\$ 11.47
07041 Cook I	\$ 10.06
07042 Cook II	\$ 11.47
07070 Dishwasher	\$ 8.31
07100 Food Service Worker (Cafeteria Worker)	\$ 7.91
07130 Meat Cutter	\$ 13.19
07250 Waiter/Waitress	\$ 7.89

Furniture Maintenance and Repair Occupations:

09010 Electrostatic Spray Painter	\$ 17.44
09040 Furniture Handler	\$ 12.13
09070 Furniture Refinisher	\$ 17.44
09100 Furniture Refinisher Helper	\$ 13.38
09110 Furniture Repairer, Minor	\$ 15.47
09130 Upholsterer	\$ 17.44

General Service and Support Occupations:

11030 Cleaner, Vehicles	\$ 7.93
11060 Elevator Operator	\$ 8.31
11090 Gardener	\$ 11.54
11121 Housekeeping Aide I	\$ 7.41
11122 Housekeeping Aide II	\$ 8.21
11150 Janitor	\$ 8.18
11210 Laborer, Grounds Maintenance	\$ 9.05
11240 Maid or Houseman	\$ 7.35
11270 Pest Controller	\$ 10.79
11300 Refuse Collector	\$ 8.31
11330 Tractor Operator	\$ 10.70
11360 Window Cleaner	\$ 8.92

Health Occupations:

12020 Dental Assistant	\$ 11.80
12040 Emergency Medical Technician/ Paramedic Ambulance Driver	\$ 11.55
12071 Licensed Practical Nurse I	\$ 13.63
12072 Licensed Practical Nurse II	\$ 15.30
12073 Licensed Practical Nurse III	\$ 17.13
12100 Medical Assistant	\$ 10.55
12130 Medical Laboratory Technician	\$ 10.55
12160 Medical Record Clerk	\$ 10.55
12190 Medical Record Technician	\$ 12.71
12221 Nursing Assistant I	\$ 7.28
12222 Nursing Assistant II	\$ 8.18
12223 Nursing Assistant III	\$ 10.48
12224 Nursing Assistant IV	\$ 11.77
12250 Pharmacy Technician	\$ 11.44
12280 Phlebotomist	\$ 9.85
12311 Registered Nurse I	\$ 18.26
12312 Registered Nurse II	\$ 20.47
12313 Registered Nurse II, Specialist	\$ 20.47
12314 Registered Nurse III	\$ 24.78
12315 Registered Nurse III, Anesthetist	\$ 24.78
12316 Registered Nurse IV	\$ 29.70

Information and Arts Occupations:

13002 Audiovisual Librarian	\$ 18.31
13011 Exhibits Specialist I	\$ 15.11
13012 Exhibits Specialist II	\$ 18.90
13013 Exhibits Specialist III	\$ 23.27
13041 Illustrator I	\$ 15.11
13042 Illustrator II	\$ 18.90
13043 Illustrator III	\$ 23.27
13047 Librarian	\$ 20.60
13050 Library Technician	\$ 13.52
13071 Photographer I	\$ 13.46
13072 Photographer II	\$ 15.11
13073 Photographer III	\$ 18.90
13074 Photographer IV	\$ 23.27
13075 Photographer V	\$ 25.60

Laundry, Drycleaning, Pressing and Related Occups:

15010 Assembler	\$ 6.61
15030 Counter Attendant	\$ 6.61
15040 Dry Cleaner	\$ 8.53
15070 Finisher, Flatwork, Machine	\$ 6.61

15090 Presser, Hand	\$ 6.61
15100 Presser, Machine, Drycleaning	\$ 6.61
15130 Presser, Machine, Shirts	\$ 6.61
15160 Presser, Machine, Wearing Apparel, Laundry	\$ 6.61
15190 Sewing Machine Operator	\$ 9.21
15220 Tailor	\$ 9.87
15250 Washer, Machine	\$ 7.25

Machine Tool Operation and Repair Occupations:

19010 Machine-Tool Operator (Toolroom)	\$ 17.44
19040 Tool and Die Maker	\$ 21.21

Materials Handling and Packing Occupations:

21010 Fuel Distribution System Operator	\$ 17.02
21020 Material Coordinator	\$ 15.56
21030 Material Expediter	\$ 15.56
21040 Material Handling Laborer	\$ 10.01
21050 Order Filler	\$ 12.76
21071 Forklift Operator	\$ 12.25
21080 Production Line Worker (Food Processing)	\$ 11.25
21100 Shipping/Receiving Clerk	\$ 12.65
21130 Shipping Packer	\$ 11.80
21140 Store Worker I	\$ 8.61
21150 Stock Clerk (Shelf Stocker; Store Worker II)	\$ 11.53
21210 Tools and Parts Attendant	\$ 14.27
21400 Warehouse Specialist	\$ 12.61

Mechanics and Maintenance and Repair Occupations:

23010 Aircraft Mechanic	\$ 19.28
23040 Aircraft Mechanic Helper	\$ 14.02
23050 Aircraft Quality Control Inspector	\$ 20.30
23060 Aircraft Servicer	\$ 16.21
23070 Aircraft Worker	\$ 17.24
23100 Appliance Mechanic	\$ 17.44
23120 Bicycle Repairer	\$ 14.43
23125 Cable Splicer	\$ 18.39
23130 Carpenter, Maintenance	\$ 17.44
23140 Carpet Layer	\$ 16.85
23160 Electrician, Maintenance	\$ 18.55
23181 Electronics Technician, Maintenance I	\$ 15.51
23182 Electronics Technician, Maintenance II	\$ 19.80
23183 Electronics Technician, Maintenance III	\$ 21.56
23260 Fabric Worker	\$ 15.23
23290 Fire Alarm System Mechanic	\$ 18.39
23310 Fire Extinguisher Repairer	\$ 14.43

23340 Fuel Distribution System Mechanic	\$ 18.39
23370 General Maintenance Worker	\$ 15.90
23400 Heating, Refrigeration and Air-Conditioning Mechanic	\$ 18.39
23430 Heavy Equipment Mechanic	\$ 18.39
23440 Heavy Equipment Operator	\$ 18.66
23460 Instrument Mechanic	\$ 18.39
23470 Laborer	\$ 9.71
23500 Locksmith	\$ 17.44
23530 Machinery Maintenance Mechanic	\$ 19.82
23550 Machinist, Maintenance	\$ 20.79
23580 Maintenance Trades Helper	\$ 13.38
23640 Millwright	\$ 18.39
23700 Office Appliance Repairer	\$ 17.44
23740 Painter, Aircraft	\$ 17.44
23760 Painter, Maintenance	\$ 17.44
23790 Pipefitter, Maintenance	\$ 17.77
23800 Plumber, Maintenance	\$ 17.44
23820 Pneudraulic Systems Mechanic	\$ 18.39
23850 Rigger	\$ 18.39
23870 Scale Mechanic	\$ 16.45
23890 Sheet-Metal Worker, Maintenance	\$ 18.39
23910 Small Engine Mechanic	\$ 19.37
23930 Telecommunications Mechanic I	\$ 18.39
23931 Telecommunications Mechanic II	\$ 19.37
23950 Telephone Lineman	\$ 18.39
23960 Welder, Combination, Maintenance	\$ 18.39
23965 Well Driller	\$ 18.39
23970 Woodcraft Worker	\$ 18.39
23980 Woodworker	\$ 14.80

Personal Needs Occupations:

24570 Child Care Attendant	\$ 8.69
24580 Child Care Center Clerk	\$ 12.12
24600 Chore Aide	\$ 7.35
24630 Homemaker	\$ 13.86

Plant and System Operation Occupations:

25010 Boiler Tender	\$ 18.39
25040 Sewage Plant Operator	\$ 17.44
25070 Stationary Engineer	\$ 18.39
25190 Ventilation Equipment Tender	\$ 13.38
25210 Water Treatment Plant Operator	\$ 17.44

Protective Service Occupations:

27004 Alarm Monitor	\$ 11.97
27006 Corrections Officer	\$ 17.09
27010 Court Security Officer	\$ 17.57
27040 Detention Officer	\$ 17.09
27070 Firefighter	\$ 18.20
27101 Guard I	\$ 8.50
27102 Guard II	\$ 11.20
27130 Police Officer	\$ 19.80

Stevedoring/Longshoremen Occupational Services:

28010 Blocker and Bracer	\$ 15.90
28020 Hatch Tender	\$ 13.83
28030 Line Handler	\$ 13.83
28040 Stevedore I	\$ 14.95
28050 Stevedore II	\$ 16.86

Technical Occupations:

29010 Air Traffic Control Specialist, Center 2/	\$ 25.37
29011 Air Traffic Control Specialist, Station 2/	\$ 17.49
29012 Air Traffic Control Specialist, Terminal 2/	\$ 19.27
29023 Archeological Technician I	\$ 13.63
29024 Archeological Technician II	\$ 15.25
29025 Archeological Technician III	\$ 18.90
29030 Cartographic Technician	\$ 21.74
29035 Computer Based Training (CBT) Specialist/Instructor	\$ 20.62
29040 Civil Engineering Technician	\$ 18.90
29061 Drafter I	\$ 11.44
29062 Drafter II	\$ 14.32
29063 Drafter III	\$ 16.08
29064 Drafter IV	\$ 20.11
29081 Engineering Technician I	\$ 13.28
29082 Engineering Technician II	\$ 15.41
29083 Engineering Technician III	\$ 18.52
29084 Engineering Technician IV	\$ 21.25
29085 Engineering Technician V	\$ 25.99
29086 Engineering Technician VI	\$ 31.45
29090 Environmental Technician	\$ 18.27
29100 Flight Simulator/Instructor (Pilot)	\$ 26.82
29150 Graphic Artist	\$ 17.93
29160 Instructor	\$ 21.16
29210 Laboratory Technician	\$ 14.62
29240 Mathematical Technician	\$ 18.48
29361 Paralegal/Legal Assistant I	\$ 14.04

29362 Paralegal/Legal Assistant II	\$ 17.90
29363 Paralegal/Legal Assistant III	\$ 21.90
29364 Paralegal/Legal Assistant IV	\$ 26.50
29390 Photooptics Technician	\$ 20.35
29480 Technical Writer	\$ 19.23
29491 Unexploded Ordnance Technician I	\$ 16.12
29492 Unexploded Ordnance Technician II	\$ 19.51
29493 Unexploded Ordnance Technician III	\$ 23.38
29494 Unexploded Safety Escort	\$ 16.12
29495 Unexploded Sweep Personnel	\$ 16.12
29620 Weather Observer, Senior 3/	\$ 17.02
29621 Weather Observer, Combined Upper Air & Surface Programs 3/	\$ 14.62
29622 Weather Observer, Upper Air 3/	\$ 14.62

Transportation/Mobile Equipment Operation Occups:

31030 Bus Driver	\$ 13.24
31260 Parking and Lot Attendant	\$ 8.33
31290 Shuttle Bus Driver	\$ 11.38
31300 Taxi Driver	\$ 9.67
31361 Truckdriver, Light Truck	\$ 11.38
31362 Truckdriver, Medium Truck	\$ 14.46
31363 Truckdriver, Heavy Truck	\$ 16.93
31364 Truckdriver, Tractor-Trailer	\$ 16.93

Miscellaneous Occupations:

99020 Animal Caretaker	\$ 8.61
99030 Cashier	\$ 7.49
99041 Carnival Equipment Operator	\$ 10.73
99042 Carnival Equipment Repairer	\$ 11.57
99043 Carnival Worker	\$ 7.23
99050 Desk Clerk	\$ 9.45
99095 Embalmer	\$ 18.40
99300 Lifeguard	\$ 7.92
99310 Mortician	\$ 20.90
99350 Park Attendant (Aide)	\$ 9.75
99400 Photofinishing Worker (Photo Lab Tech., Darkroom Tech)	\$ 8.72
99500 Recreation Specialist	\$ 15.40
99510 Recycling Worker	\$ 10.73
99610 Sales Clerk	\$ 7.76
99620 School Crossing Guard (Crosswalk Attendant)	\$ 8.31
99630 Sports Official	\$ 7.76
99658 Survey Party Chief (Chief of Party)	\$ 11.91
99659 Surveying Technician (Instr. Person/Surveyor Asst./Instr.)	\$ 10.83

99660 Surveying Aide	\$ 7.08
99690 Swimming Pool Operator	\$ 11.47
99720 Vending Machine Attendant	\$ 9.35
99730 Vending Machine Repairer	\$ 11.50
99740 Vending Machine Repairer Helper	\$ 9.35

**** Fringe Benefits Required For All Occupations Included In This Wage Determination ****

HEALTH & WELFARE: \$1.63 an hour or \$65.20 a week or \$282.53 a month.

VACATION: Two weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 5 years; 4 weeks after 15 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractor in the performance of similar work at the same Federal facility. (Reg. 4.173)

HOLIDAYS: Minimum of ten paid holidays per year: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4.174)

1/ Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See 29 CFR 4.156)

2/ **APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY - NIGHT DIFFERENTIAL:** An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.

3/ **WEATHER OBSERVERS - NIGHT PAY & SUNDAY PAY:** If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am. If you are a full-time employee (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

**** UNIFORM ALLOWANCE ****

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$4.25 per week (or \$.85 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

**** NOTES APPLYING TO THIS WAGE DETERMINATION ****

Source of Occupational Titles and Descriptions:

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations," Fourth Edition, January 1993, as amended by the Second Supplement, dated August 1995, unless otherwise indicated. This publication may be obtained from the Superintendent of Documents, at 202-783-3238, or by writing to the Superintendent of Documents, U.S. Government Printing Office, Washington, D.C. 20402. Copies of specific job descriptions may also be obtained from the appropriate contracting officer.

**REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE
{Standard Form 1444 (SF 1444)}**

Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).

2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.

3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).

4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.

5) The contracting officer transmits the Wage and Hour decision to the contractor.

6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.

The policies, procedures, and criteria of the NRC Security Program, NRCMD 12, apply to performance of this contract, subcontract or other activity.

CONTRACT SECURITY AND/OR CLASSIFICATION REQUIREMENTS

**COMPLETE CLASSIFIED ITEMS BY
SEPARATE CORRESPONDENCE**

1. CONTRACTOR NAME AND ADDRESS

C&G Moving and Storage, Inc.
14954 Bogle Drive
Chantilly, VA 20151

A. CONTRACT NUMBER FOR COMMERCIAL
CONTRACTS OR JOB CODE FOR DOE
PROJECTS (Prime contract number must be shown
for all subcontracts.)

NRC-10-00-010

B. PROJECTED
START DATE

03/01/2000

C. PROJECTED
COMPLETION DATE

09/01/2000

2. TYPE OF SUBMISSION



A. ORIGINAL

B. REVISED (Supersedes all
previous submissions)

C. OTHER (Specify)

3. FOR FOLLOW-ON CONTRACT, ENTER PRECEDING CONTRACT NUMBER AND PROJECTED COMPLETION DATE

A. DOES NOT APPLY

B. CONTRACT NUMBER

DATE

NRC-10-94-144

02/29/2000

4. PROJECT TITLE AND OTHER IDENTIFYING INFORMATION

Labor and Equipment Support Services

5. PERFORMANCE WILL REQUIRE

A. ACCESS TO CLASSIFIED MATTER OR CLASSIFIED INFORMATION

NATIONAL SECURITY

RESTRICTED DATA

YES (If "YES," answer 1-7 below)

NOT
APPLICABLE

SECRET

CONFIDENTIAL

SECRET

CONFIDENTIAL

NO (If "NO," proceed to 5.C.)

1. ACCESS TO FOREIGN INTELLIGENCE INFORMATION

2. RECEIPT, STORAGE, OR OTHER SAFEGUARDING OF
CLASSIFIED MATTER. (See 5.B.)

3. GENERATION OF CLASSIFIED MATTER.

4. ACCESS TO CRYPTOGRAPHIC MATERIAL OR OTHER
CLASSIFIED COMSEC INFORMATION.

5. ACCESS TO CLASSIFIED MATTER OR CLASSIFIED
INFORMATION PROCESSED BY ANOTHER AGENCY.

6. CLASSIFIED USE OF AN AUTOMATIC DATA PROCESSING
SYSTEM.

7. OTHER (Specify)

B. IS FACILITY CLEARANCE REQUIRED?

YES

NO

C. UNESCORTED ACCESS IS REQUIRED TO PROTECTED AND VITAL AREAS OF NUCLEAR POWER PLANTS.

D. ACCESS IS REQUIRED TO UNCLASSIFIED SAFEGUARDS INFORMATION.

E. ACCESS IS REQUIRED TO SENSITIVE ADP SYSTEMS AND DATA.

F. UNESCORTED ACCESS TO NRC HEADQUARTERS BUILDING.

FOR PROCEDURES AND REQUIREMENTS ON PROVIDING TEMPORARY AND FINAL APPROVAL FOR UNESCORTED ACCESS, REFER TO NRCMD 12.

6. INFORMATION PERTAINING TO THESE REQUIREMENTS OR THIS PROJECT, EVEN THOUGH SUCH INFORMATION IS CONSIDERED UNCLASSIFIED, SHALL NOT BE RELEASED FOR DISSEMINATION EXCEPT AS APPROVED BY:

NAME AND TITLE

SIGNATURE

DATE

Stephen M. Pool, Contracting Officer



1/12/00

7. CLASSIFICATION GUIDANCE

NATURE OF CLASSIFIED GUIDANCE IDENTIFICATION OF CLASSIFICATION GUIDES

8. CLASSIFIED REVIEW OF CONTRACTOR / SUBCONTRACTOR REPORT(S) AND OTHER DOCUMENTS WILL BE CONDUCTED BY:

AUTHORIZED CLASSIFIER (Name and Title)

DIVISION OF FACILITIES AND SECURITY

9. REQUIRED DISTRIBUTION OF NRC FORM 187 Check appropriate box(es)

SPONSORING NRC OFFICE OR DIVISION (Item 10A)

DIVISION OF CONTRACTS AND PROPERTY MANAGEMENT

DIVISION OF FACILITIES AND SECURITY (Item 10B)

CONTRACTOR (Item 1)

SECURITY/CLASSIFICATION REQUIREMENTS FOR SUBCONTRACTS RESULTING FROM THIS CONTRACT WILL BE APPROVED BY THE OFFICIALS NAMED IN ITEMS 10B AND 10C BELOW.

10. APPROVALS

SECURITY/CLASSIFICATION REQUIREMENTS FOR SUBCONTRACTS RESULTING FROM THIS CONTRACT WILL BE APPROVED BY THE OFFICIALS NAMED IN ITEMS 10B AND 10C BELOW.

NAME (Print or type)

SIGNATURE

DATE

A. DIRECTOR, OFFICE OR DIVISION

SIGNATURE

DATE

Valeria Wilson, Director, DAS



1/11/00

B. DIRECTOR, DIVISION OF FACILITIES AND SECURITY

SIGNATURE

DATE

Thomas Martin, Director DFS



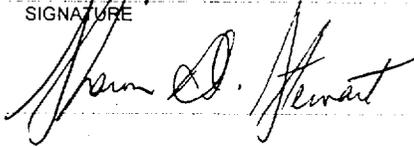
1/11/00

C. DIRECTOR, DIVISION OF CONTRACTS AND PROPERTY MANAGEMENT

SIGNATURE

DATE

Timothy F. Hagan, Director DCPM



1/12/00

REMARKS

for