

JAN 19 2001  
**Interagency Agreement (IAA)  
Between  
The National Institutes of Health  
And  
The Nuclear Regulatory Commission**

**I. SCOPE OF THE AGREEMENT**

**A. AGREEMENT OBJECTIVE:**

The NIH will provide NRC equipment disposal services. These services will include, but are not limited to excess equipment utilization and disposal services, to comply with policy contained in the Federal Property Management Regulations (FPMR) and the NIH Personal Property Management Guide and NRC internal policies and procedures, disposal of excess equipment from various NRC offices and facilities in the Washington, D.C. metropolitan area; screening and re-utilization of NRC excess equipment within NRC and NIH; and reporting of excess equipment to the General Services Administration on behalf of NIH. NIH will ensure that all applicable Federal Property Management Regulations (FPMR) will be followed during performance of these services.

**B. WORK REQUIREMENTS AND ESTIMATED ANNUAL VALUE**

Under this agreement, NRC will deliver excess equipment items (estimated to be an average of 625 pieces per quarter) to the NIH Gaither Distribution Center (GDC) at 16050 Industrial Drive, Gaithersburg, Md.. Each NRC delivery will include a listing of the items being delivered on an SF120 form (Transfer Order Excess Personal Property) or SF 126 (Report of Property for Sale). The quantity of items listed on the SF 120 or SF 126 will be the number of equipment items used for billing purposes. All lists will be provided to NIH in both electronic format (using Microsoft Excel) and in hard copy format.

NRC will assure that all items of property transferred to NIH are free of any and all physical, safety, health and environmental hazards. Hazards include, but are not limited to, chemical, radiological, explosive and biological agents. NRC will render all property innocuous before transfer.

NRC will assure that data and licensed software are removed from all Information Technology Equipment prior to transfer to NIH. NRC will provide NIH with information on the Y2K compliance or lack of compliance for each item of information technology related equipment, in accordance with GSA Bulletin FPMR H-76.

NRC will certify that each item of scientific property transferred to NIH is either Y2K compliant, Y2K non-compliant, or that the item is not considered to be biomedical equipment, according to GSA Bulletin FPMR H-76.

The cost of NIH providing excess and disposal services to NRC will be at the rate of \$1.00 per equipment item. The estimated annual cost of this agreement for NIH processing general equipment items is: 625 items a quarter X 4 quarters = 2500 items X \$1.00 per item = \$2,500.00

Once an authorized NIH Government employee signs the SF120, SF126 the listed property will belong to the NIH which will provide disposal action in accordance with applicable laws, and GSA and NIH regulations.

### **C. FACILITIES LOCATION:**

The NIH, Office of Logistics Management, Property Management Division is located at 16050 Industrial Drive, Gaithersburg, MD and, under normal traffic conditions is within a one-half hour commute to the Nuclear Regulatory Commission located at Rockville Pike, Rockville, MD. The GDC's hours of operation are 8:00 a.m. to 4:00 p.m., Monday through Friday, except on Federal holidays. The facility's delivery dock is open to receive shipments from 8:30 a.m. to 3:30 p.m., Monday through Friday, except federal holidays.

### **II. AUTHORITY**

Authority to enter into this agreement is found under 31 U.S.C. 1535, section 601 of the Economy Act of 1932, as amended.

### **III. PERIOD OF AGREEMENT**

This agreement will covers a single fiscal-year period from October 1, 2000, through September 30, 2001, (FY 2001). Extensions or modifications of this agreement will be executed using the NIH form 1742 Agency Agreement and Clearance or other form mutually agreeable to both parties. Either party may terminate this agreement after providing 90 days written advance notice to the other party.

### **IV. AGENCY LIAISONS**

The NRC designates person named below as a "Technical Representative" to coordinate with the NIH regarding the day-to-day activities related to the services provided under this agreement including safety concerns, delivery schedules, resources required, future excess equipment reports and to resolve issues relating to billing, transfers of funds, invoices for property disposal services.

**U.S. Nuclear Regulatory Commission  
Office of Administration  
Division of Administrative Services**

**Technical Representative:** Bruce B. Ridgely  
Property Management Specialist  
Division of Administrative Services  
Office of Administration  
Telephone: (301) 415-2161  
Fax: (301) 415-3420

**National Institutes of Health  
Office of Logistics Management  
Property Management Division**

**Project Officer:** Michael Showers  
Property Management Division  
6011 Executive Blvd  
Rockville, MD 20852  
Telephone: (301) 496-5711  
Fax: (301) 496-8428

**V. FUNDING**

At the beginning of each fiscal year, the NRC will fund \$2,500.00 under this agreement to cover NRC's estimated costs for that fiscal year. If during any fiscal year, actual costs are expected to exceed the un-used funding available under this agreement, NRC will provide additional funding to cover the estimated increased costs through the end of that fiscal year. Any remaining un-used funds at the end of a fiscal year may be used to cover NRC's costs at the beginning of the following fiscal year. The following appropriation and accounting data is set forth for this agreement:

**From: NRC**  
Agency Location Code: 3100 0001  
Appropriation: 31X0200



**To: NIH/OLM/PMD**  
Agency Location Code: 75-08-0031  
Appropriation:  
Allotment/Allowance:

B&R Number: 14015511115  
Object Class: 253A  
Job Code: D2342  
Obligated Amount: \$2500

**VI. BILLING**

The NIH will bill the Nuclear Regulatory Commission via OPAC quarterly for the actual amount of equipment items processed for NRC by NIH during each quarter. The amount billed will be based on the above cited \$1.00 per item rate multiplied by the number of NRC items.

**VII. OFFICE OF BUDGET AND FINANCE CLEARANCE, OLM/PMD**

  
Leamon M. Lee  
Associate Director of Administration  
NIH/Property Management Division  
  
Nancy C. Winston  
NIH/Budget Officer

1/19/01  
Date

1/22/01  
Date

**VIII. AUTHORIZING SIGNATURES AND DATES**

  
Stephen M. Pool, NRC Contracting Officer  
Division of Contracts and  
Property Management  
Nuclear Regulatory Commission

11/15/00  
Date

  
Director of Logistics Management  
National Institutes of Health, DHHS

11/19/01  
Date