

June 6, 2001

MEMORANDUM TO: Alan Shropshire, Budget Analyst  
Financial Resources Branch  
Division of Resource Management  
Region I

FROM: Timothy F. Hagan, Director */RA/*  
Division of Contracts and Property Management  
Office of Administration

SUBJECT: DELEGATION OF CONTRACTUAL AUTHORITY

Pursuant to the authority granted me by the Director, Office of Administration (memorandum dated January 6, 1997), you are delegated authority to execute and modify procurement actions, settle claims and terminations thereof, in accordance with Parts 8 and 13 of the Federal Acquisition Regulation (FAR); to execute financial assistance relationships, interagency actions, Government Bills of Lading, settle claims and terminations thereof, in accordance with applicable FAR provisions, Nuclear Regulatory Commission (NRC) Acquisition Regulation provisions and NRC directives and policies; and, to perform other normal duties of a Contracting Officer PROVIDED THAT:

- (1) you do not serve as Funds Certifying Official and Contracting Officer for the same spending action, or in any other capacity which may place you in a dual or conflicting role with respect to the exercise of this authority.
- (2) for any open market procurement, exercise of this authority is limited to purchases of supplies or services, the aggregate amount of which do not exceed \$25,000;
- (3) any individual action involving procurement from other Federal agencies or commercial sources made available to NRC under GSA Federal Supply Schedules and GSA Areawide Contracts for utility services, where the amount exceeds \$100,000 for any individual order, is submitted to me for my prior written approval;
- (4) my prior written approval is obtained for any termination action or any action taken preparatory to a termination for convenience or default; and
- (5) any unusual or significant items, whether or not they exceed the dollar limits of your delegation, are brought to my attention prior to your taking action.

A. Shropshire

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This authority contained herein may not be further redelegated.

Attachment: Certificate of Appointment

cc: P. G. Norry, DEDM  
M. L. Springer, ADM  
D. F. Hassell, OGC  
J. Turdici, OCFO  
DCPM Branch Chiefs

A. Shropshire

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DATE	06/5/01	06/5/01	06/6/01	06/6/01	06/6/01

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