



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

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SMS
File

APR 19 1989

MEMORANDUM FOR: Chairman Zech

FROM: Victor Stello, Jr.
Executive Director for Operations

SUBJECT: SPACE TO ACCOMMODATE LICENSING
SUPPORT SYSTEM ADMINISTRATOR

In preparation for the new Licensing Support System (LSS) Administrator and staff, we have evaluated our present office space assignments and have attached two options to accommodate this requirement in a timely manner. Included are floor plans to illustrate the areas being considered.

None of the options included locating the LSS in OWFN as no suitable space is available without disrupting WF organizational units. Neither do the options include space in the Nicholson Lane buildings as GSA has no space available currently under lease and advises us that new space in this area would require nine months to one year to acquire, at considerable additional cost.

The options are presented in order of preference with primary consideration given to minimal disruption of personnel, appropriate modifications to meet functional needs, and the speed to complete occupancy.

We will proceed to complete all necessary modifications, furnish the offices and install telephone and data lines following your direction on this matter.

A handwritten signature in cursive script, appearing to read "Victor Stello, Jr.", written in dark ink.

Victor Stello, Jr.
Executive Director for Operations

Attachment:
As stated

cc: Commissioner Roberts
Commissioner Carr
Commissioner Rogers
Commissioner Curtiss
SECY

PROPOSED LOCATION FOR THE LICENSING
SUPPORT SYSTEM ADMINISTRATOR AND STAFF

ASSUMPTION

1. The LSS requirement consists of an Administrator and Deputy (both SES) and a total staff of 12 people. Space required: 2800 square feet.
2. GSA confirmed that there is no space, currently under lease, available in the Nicholson Lane Complex/Rockville area. It would take 9 months to 1 year for GSA to acquire new space to meet this requirement.
3. The space available in the Phillips 3-Story building is insufficient for this requirement. Space available: 1250 square feet.

OPTION 1 - EW-W Building - 5th Floor (3600 square feet available)

This block of space is unoccupied and consists of an existing Director/Deputy Director suite, perimeter offices for staff, and adequate interior space to accommodate a conference room, reproduction room and central files, if required. Some minor alterations will be required which will include painting, carpet replacement and minimal wall changes. Estimated cost: \$5,000.00. Construction time: 4-6 weeks. If desired, 5520 capability is available through the personal computer and a telephone modem.

Pros

- o Adjacent to ASLBP (located on 4th floor) who will be a primary user
- o Space is unoccupied
- o No secondary moves required
- o Minimal modifications to meet LSS requirement including suitable space for the Administrator and Deputy
- o Perimeter office available for entire staff
- o Adequate expansion space to accommodate future growth

Cons

- o Separated from other users in One White Flint North and Bethesda

OPTION 2 - EW-W Building - 4th Floor (3100 square feet available)

Judge Cotter, ASLBP, has indicated that it is vital for the LSS organization to be collocated on the 4th floor with the ASLBP. As a result, Judge Cotter has identified a series of rooms to accommodate the LSS and has indicated that the present occupants of those rooms could be moved elsewhere, to include doubling up within his existing space.

To accommodate the LSS on the 4th floor would require additional time to relocate present occupants prior to performing necessary alterations. Estimated cost: \$7,500.00. Construction time: 6-8 weeks. In addition, ASLBP would have to vacate additional office space to avoid LSS staff from occupying interior office space.

Pros

- o LSS administrator will be collocated with ASLBP

Cons

- o Space is presently occupied
- o Secondary moves required
- o ASLBP staff severely impacted if required to double up office space
- o 50% increase in construction cost over option 1
- o LSS staff would occupy interior office space if ASLBP could not identify additional perimeter office space to vacate
- o Due to configuration of the space, there is no expansion space available for future growth

OPTION 2
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