

AWARD OF INTERAGENCY AGREEMENT

4. AGENCY LOCATOR NO. 5. D & R NUMBER 6. ISSUED BY 7. JOB CODE 8. APPROPRIATION SYMBOL 9. BSC 10. DOCUMENT IDENTIFICATION NUMBER

11. NAME AND ADDRESS OF SERVICING AGENCY

PROJECT MANAGER

12. JOB CODE TITLE 13. AGREEMENT PERFORMANCE PERIOD

14. OBLIGATION AVAILABILITY PROVIDED BY

A. THIS ACTION	\$	20,000.00
B. TOTAL PLACED PRIOR TO THIS ACTION WITH THE PERFORMING ORGANIZATION UNDER THIS JOB CODE FOR THIS FISCAL YEAR	\$	0.00
C. TOTAL ORDERS TO DATE FOR THIS JOB CODE FOR THIS FISCAL YEAR	\$	0.00
D. TOTAL ORDERS TO DATE FOR THIS AGREEMENT	\$	86,150.00

15. ATTACHMENTS 16. SECURITY

17. FEE BILLABLE UNDER 10 CFR PART 170

18. REMARKS

19. AUTHORITY TO ENTER INTO INTERAGENCY AGREEMENT

20. ADVANCE PAYMENT

21. ESTIMATED COST FOR FULL PERFORMANCE OF THIS AGREEMENT

FY 05-07	FY 08	FY 09	FY 10	FY 11	TOTAL
\$ 31,150.00	\$ 22,000.00	\$ 13,000.00	\$ 0.00	\$ 20,000.00	\$ 86,150.00

22. CERTIFICATION OF FUNDS

FUNDS CERTIFICATION OFFICIAL

NRC ISSUING AUTHORITY

SERVICING AGENCY OFFICIAL/DESIGNEE

SIGNATURES

See Form 400

Stephen M. Pool

Sherlean P. Route

NOV 2 2010

NRC CONTACTS:

TECHNICAL:

FULL NAME	ADDRESS
Bill Herron	U.S. Nuclear Regulatory Commission
TELEPHONE NUMBER	FACSIMILE NUMBER
301-492-0051	301-492-0054
E-MAIL ADDRESS	

Mail Stop: WHSE
Washington, DC 20555

Bill.Herron@nrc.gov

ADMINISTRATIVE:

FULL NAME	ADDRESS
James Leedom	U.S. Nuclear Regulatory Commission
TELEPHONE NUMBER	FACSIMILE NUMBER
315-405-8102	301-492-3437
E-MAIL ADDRESS	

Mail Stop: TWB-01-B10M
Washington, DC 20555

James.Leedom@nrc.gov

OTHER AGENCY'S CONTACTS:

TECHNICAL:

FULL NAME	ADDRESS
Carl Lawrence	General Services Administration
TELEPHONE NUMBER	FACSIMILE NUMBER
703-605-9316	
E-MAIL ADDRESS	

6800 Loisdale Road
Building A, Suite 1
Springfield, VA 22150

Carl.Lawrence@gsa.gov

ADMINISTRATIVE:

FULL NAME	ADDRESS
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TELEPHONE NUMBER	FACSIMILE NUMBER
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E-MAIL ADDRESS

BILLING INFORMATION: To receive reimbursement under this agreement, forward to NRC on a (check one):

monthly quarterly other _____ basis, an original and three copies of Standard Form

1081 in accordance with the Treasury Fiscal Requirements Manual, Bulletin No. 78-09, or, if possible, bill monthly through the OPAC system. Send reimbursement requests to the following address:

Payment Policy and Obligations Team
Mail Stop: T-9 F30
Division of Financial Services
Office of the Chief Financial Officer
U.S. Nuclear Regulatory Commission
Washington, DC 20555-0001

See MOU Page 4

Any NRC funds remaining unexpended at the end of a fiscal year may be carried ver into future fiscal years unless otherwise notified by NRC.

REPORTING REQUIREMENTS: Submit reports to the NRC in accordance with the statement of work. Submit financial status reports on a (check one):

monthly quarterly other _____ basis. These reports shall contain a brief letter status

which summarizes the expenditure of NRC funds. This report shall address the following categories, as applicable: (1) staff effort; (2) travel; (3) equipment and supplies; and (4) subcontract costs. Each report shall include by category: (a) costs for the previous month; (b) cumulative costs and uncosted obligations to date; and (c) projections for the remainder of the NRC obligated funds. The first monthly report shall provide the initial projections, and subsequent reports shall either indicate revised projections or indicate "no change in the cost and uncosted expenditure projection."

Submit these reports to the NRC Technical Contact by the 20th day of the month following the reporting period.

TERMINATING THE AGREEMENT: This agreement may be unilaterally terminated by either party generally upon 30 days' written

INTERAGENCY AGREEMENT
Between
GENERAL SERVICES ADMINISTRATION/PERSONAL PROPERTY CENTER
And
NUCLEAR REGULATORY COMMISSION

- I. **Purpose:** This agreement is between the General Services Administration (GSA), Personal Property Center (PPC), and the **Nuclear Regulatory Commission (NRC)**. GSA will provide for the receiving, management, and redistribution of excess *equipment*. The GSA, Personal Property Center (PPC), located in Springfield, Virginia will provide these services.

- II. **Coverage:** This agreement is to provide support to the following Agencies, Bureaus, Divisions, or Offices within the **Nuclear Regulatory Commission**

- III. **Scope of Work:** GSA/PPC will provide the full complement of services listed below:
 - A. Prompt and proper handling of excess equipment
 - B. Receipt and storage of excess equipment awaiting disposal action
 - C. Immediate transfer of accountability to GSA upon receipt at the PPC
 - D. Monthly management reports clearly stating a summary of the services performed
 - E. Supervisory and administrative oversight

- IV. **Provisions:** NRC will be responsible for the following:
 - A. Completing a Standard form 120 or 126, Report of Excess Personal Property prior to delivery of equipment to the PPC; **include on the 120 the following items: serial number, model number, condition code and acquisition number. Please do not combine like items.**
 - B. Making arrangements for the transportation of equipment to the PPC
 - C. Assisting in the resolution of any discrepancies
 - D. 24 hours notice of cancellation once a delivery has been scheduled
 - E. Any overages on an excess property report that exceeds over 10 items the agency will be responsible for picking up the property.
 - F. Customer Agency must provide **3-copies of standard form 120 or 126** when delivering excess property.
 - G. **Customer Agency is to ensure that this equipment contains no sensitive data and that it complies with all applicable Agency security regulations.**

- V. **Duration of Agreement:** The period of this agreement shall be from **October 1st, 2010 to September 30th, 2011** with renewal options as decided by both agencies. Either party within thirty (30) days advance written notice may terminate this agreement. *The PPC's billing cycle is calculated from the 25th of one month to the 24th of the next month. Any deliveries made after September 24, 2011 will be reflected on the billing cycle for FY 2012.*
- VI. **Disputes will be resolved in accordance with the requirements of the Treasury Financial Manual, Bulletin No. 2007-03, paragraph VII.**
- VII. **Funding:** When delivering equipment to GSA, NRC will share in the Personal Property Center operating expense with an annual flat fee of **\$2,000.00**. The recurring expense to the agency will be based on the size of the box truck or tractor trailer being used to deliver the equipment. All trucks up to **24ft** will be **\$1,075.00** per delivery; **25-40ft** will be **\$1,475.00** per delivery; **41-47ft.** will be **\$1,825.00** per delivery; **48ft and above** will be **\$1,875.00** per delivery. GSA will bill your accounting section monthly, based upon usage, and the amount will be charged to the CUSTOMER Agency Location.
- The **\$2,000.00** annual fee charge will be billed to the customer agency ALC code once the agreement has been signed by both parties and by notification of agency Contract Specialist or COTR that the funds have been obligated for fiscal year 2011.
- VIII. **No-show fee:**
If a scheduled delivery is a "no show" (no notice of cancellation within 24 hours), the Customer Agency will be charged a "NO-SHOW" fee of **\$500.00**.
- IX. **Less than truckload(s) deliveries:**
The PPC will accept less than a truckload of equipment for a fee of **\$150.00** per skid. If customer agency has an MOU for furniture, no more than 6 skids of equipment will be accepted with the delivery of an excess furniture truck. Also customer agency must notify the contact person for scheduling equipment deliveries that the excess property will be delivered on the excess furniture truck.
- IX. **Operating Procedures for deliveries:**
- A. Delivery appointment – Call the PPC at **(703) 605-9314 or 9318** and schedule an appointment before turning in any property and equipment. The hours for delivery are **7am to 2:30 pm**. You must provide your MOU #, when scheduling the appointment. Without MOU #, you will not be able to make a delivery.
 - B. Responsibility of the driver –
 1. The driver and the helper must have a valid photo identification to gain entrance into the Franconia gate.
 2. Sign in: place chock blocks in the front of the rear tire of your vehicle when unloading. Personnel driving a tractor with a trailer must have trucks

- parked at an L or truck has to be disengaged from trailer when parked at a dock.
3. All equipment delivered to the Personal Property Center should be palletized and shrink wrap.
- C. Hazardous Materials- hazardous materials or items that contained any hazardous materials will be accepted.
- D. Air Conditioners and Refrigerators – Must be accompanied by a certificate or statement verifying that all freon and hazardous fluids were extracted. Please see the sample statement attached.
- X. **Authority:** The statutory authority under which this agreement is entered into is as follows: the Code of Federal Regulations Title 41, Chapter 102, Federal Management Regulations, Subchapter B.- Personal Property, part 36 and the Economy Act, 31 U.S.C. Section 1535 (as amended by P.L. 98-216). This agreement does not duplicate or conflict with any existing agreement, policy, or statute.

**STATEMENT OF CONFIRMATION FOR TURN-IN OF REFRIGERATORS & AIR
CONDITIONERS**

THE FREON AND HAZARDOUS FLUIDS CONTAINED IN THE UNIT
REFERENCED BELOW HAVE BEEN REMOVED AND IT IS NOW
CLASSIFIED AS AN UNSERVICEABLE TURN-IN.

REFRIGERATOR MANUFACTURER _____

REFRIGERATOR SERIAL NUMBER _____

Air Conditioner Manufacturer _____

Air Conditioner Serial Number _____

**PLEASE HAVE THE PERSON OR COMPANY THAT REMOVES THE
FREON AND HAZARDOUS FLUIDS FROM THE ABOVE UNIT
COMPLETE THE FOLLOWING CERTIFICATION. FAILURE TO
PROVIDE THE CERTIFICATION WILL CAUSE THIS PROPERTY TO
BE REJECTED.**

Name _____
Print

Signature _____

Address _____

Phone Number _____
Area Code

Date Removed _____

General Services Administration
National Capital Region

Nuclear Regulatory Commission

Charles L. Robinson

Charles L. Robinson
Director
Property Mgmt. Division-WQSC

Stephen Pool

Stephen Pool, Contracting Officer
Materials, Security and Administration Branch
Division of Contracts

Date: NOV 23 2010

Date: 11/1/10

GSA TAX ID# 44-0553234
DUNS# 964253686
Treasury Account # 47-4-0110

Customer Agency
ALC CODE: 31-00-0001
BILLING ADDRESS:

Department of Interior
National Business Center
Attn: Fiscal Service Branch - 2770
7301 W. Mansfield Avenue
Denver, CO 80235

NRCPayments@nbc.gov

Agency Point of Contact for Scheduling Deliveries: Bill Herron

Telephone Number: 301-492-0051

Fax Number: 301-492-0054

E-mail: Bill.Herron@nrc.gov

COTR or CO: James Leedom

Telephone: 315-405-8102

Fax: 301-492-3437

E-mail: James.Leedom@nrc.gov