



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

AUG 03 1982

DESIGNATED ORIGINAL  
Certified By M. DORSEY

Gentlemen:

Subject: Invitation For Bid No. RS-SEC-82-474  
Entitled: "Electrostatic Copying Services"

The U.S. Nuclear Regulatory Commission (NRC) is soliciting bids for the project entitled above. The full scope of work anticipated is as set forth in that part of the Invitation for Bid entitled, "CONTRACT SCHEDULE - STATEMENT OF WORK."

It is our intention by this solicitation to secure the best qualified organization available to perform this project, price and other factors considered.

If you desire to respond, your bid should address the bid content requirements set forth in the body of the solicitation. All proposals will be evaluated against the evaluation criteria shown in Part II. For your convenience, an "IFB Summary" has been provided as Enclosure A. Instructions for completing and submitting your bid are provided in Enclosure B.

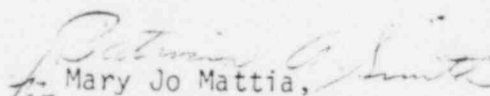
This procurement is a 100 percent Small Business Set-Aside.

Should you determine that you do not wish to submit an offer, a "NO-OFFER RESPONSE FORM" is provided as Enclosure C.

The solicitation package is included as Enclosure D.

If you have any questions concerning the requirements of this solicitation, please contact Ron Coleman at (301) 492-4800 (collect calls will not be accepted).

Sincerely,

  
Mary Jo Mattia,  
Contracting Officer

Enclosures:

- A. IFB Summary
- B. Bid Submission Instructions
- C. NO-OFFER RESPONSE FORM
- D. Solicitation Package (Standard Form 33 with Attachments)

IFB SUMMARY

The following summary provides a general description of this requirement. Further detailed information is furnished in the applicable sections of the RFP.

IFB NO.: RS-SEC-82-474

RFP TITLE: ELECTROSTATIC COPYING SERVICES

BRIEF STATEMENT OF WORK:

The contractor shall provide the necessary personnel, materials and equipment to furnish reproduction services to the public consisting of hard copy to hardcopy, microform to hardcopy duplication and microform to microform duplication.

RFP RESTRICTIONS:

Unrestricted

Set-Aside

- Total Small Business - Labor Surplus Area Set-Aside
- Total Small Business Set-Aside
- Partial Small Business Set-Aside

ISSUE DATE: 8/3/82

CLOSING DATE/TIME: 8/31/82: 2:00 p.m.

PERIOD OF PERFORMANCE: One (1) year

PROPOSAL ACCEPTANCE PERIOD: Ninety (90) days

ANTICIPATED AWARD DATE: 9/6/82

TYPE OF CONTRACT ANTICIPATED: Fixed Price (Requirements)

TELEGRAPHIC RESPONSES ARE NOT AUTHORIZED.

ENCLOSURE A

## PROPOSAL SUBMISSION INSTRUCTIONS

The following instructions are provided as a summary guide to assist the offeror in the submission of a proposal but they do not supersede those instructions contained in the solicitation package. The instructions contained throughout the "solicitation package" (Enclosure D to the cover letter) shall govern in all instances where a contradiction exists.

### DOCUMENTS REQUIRED IN BID

- One (1) original signed copy of the solicitation package, i.e., Standard Form 33 with attachments.
- One (1) original and three (3) copies each of the bid.

### OFFEROR "FILL-INS"

- Offeror must complete Block Nos. 16, 17, 18, 19, and 20 of the SF-33 along with completion of all representations and certifications contained on pages 2 through 5 of the solicitation package.

NOTE: The offer must set forth full, accurate, and complete information as required by this solicitation (including attachments). The penalty for making false statements is prescribed in 18 U.S.C. 1001.

### TRANSMITTING OFFEROR'S PROPOSAL

- All offers should be addressed as indicated in Block 7 of the Standard Form 33 if sent via U.S. Postal Service Mail.
- The envelope used in submitting your proposal must be plainly marked with the solicitation number, the time, and date set forth in the solicitation document (Block 9 of the Standard Form 33) and the following notation: "Mail Room - Do Not Open."
- Hand-carried bids/proposals\* - Hand-carried offers should be addressed and delivered to:

U.S. Nuclear Regulatory Commission  
Division of Contracts (Attn: Ron Coleman)  
Room 2223  
4550 Montgomery Lane  
Bethesda, Maryland 20814

Telegraphic bids are not authorized, and if submitted, such bids shall be rejected.

\*This includes delivery by any express mail services or special delivery services which use a courier or other person to deliver the bid/proposal in person to the NRC.

ENCLOSURE B

NO-OFFER RESPONSE FORM

IFB NO.: RS-SEC-82-474

TITLE: ELECTROSTATIC COPYING SERVICES

Please review the enclosed RFP. If you do not desire to submit a proposal, complete the section below, fold this sheet as indicated on the reverse, staple, affix postage, and mail back to the NRC.

Gentlemen:

Please be advised that we do not desire to submit a proposal for the above RFP.

We  desire  do not desire to be retained on the NRC Contractor Bidders Mailing List.

We desire to be placed on the NRC Contractor Bidders Mailing List.

Name of Organization:

Authorized Signature:

Typed Name and Title:

Date:

ENCLOSURE C

TABLE OF CONTENTS

IFB NO. RS-SEC-82-474

PART I - GENERAL INSTRUCTIONS

Standard Form 33, "Solicitation, Offer, and Award";  
"Representations, Certifications, and Acknowledgments"

PART II - SOLICITATION INSTRUCTIONS AND CONDITIONS

Standard Form 33A, "Solicitation Instructions and  
Conditions"

PART III - CONTRACT SCHEDULE

Article I	- Supplies/Services and Prices
Article II	- Statement of Work
Article III	- Period of Performance
Article IV	- Delivery
Article V	- Place of Delivery
Article VI	- Total Amount of Contract
Article VII	- Inspection and Review of Work
Article VIII	- Project Officer
Article IX	- Service Contract Act Wage Determination
Article X	- Option to Extend the Period of Performance
Article XI	- Private Use and Protection of Unclassified Government Information
Article XII	- Exclusive Right
Article XIII	- Subcontracts for Work or Services
Article XIV	- Alterations in Contract
Article XV	- Additional Provisions and Clauses

PART IV - ATTACHMENTS

NRC Contractor Organizational Conflicts of Interest (41 CFR Part 20)	Attachment 1
NRC Organization Chart	Attachment 2
*General Provisions	Attachment 3
Wage Determination No. Dated _____	Attachment 4
Billing Instructions For Fixed Price Contract & Purchase Orders	Attachment 5
Document Duplication Request	Attachment 6
Microform Blowback Request	Attachment 7
Microform Duplication Request	Attachment 8
Monthly Statistics Report	Attachment 9

\*Please note that in order to reduce printing costs, only one copy of this document is included with this solicitation. Please retain it for your files since any contract awarded as a result of this solicitation will also contain this document by reference.

PART I

**SOLICITATION, OFFER AND AWARD**

3. CERTIFIED FOR NATIONAL DEFENSE UNDER DPS REG. 1 AND/OR DMS REG. 1  
RATING

4. PAGE 1 OF

1. CONTRACT (Proc. Inst. Ident.) NO

2. SOLICITATION NO  
IFB-RS-SEC-82-474

5. DATE ISSUED  
AUG 03 1982

6. REQUISITION/PURCHASE REQUEST NO  
RFPA No. SEC-82-474

ADVERTISED (IFB)  NEGOTIATED (RFP)

7. ISSUED BY  
U.S. Nuclear Regulatory Commission  
Division of Contracts  
Washington, DC 20555

8. ADDRESS OFFER TO (if other than block 7)  
U.S. Nuclear Regulatory Commission  
Division of Contracts  
Washington, DC 20555

*In advertised procurement offer and offeror shall be construed to mean bid and bidder*

**SOLICITATION**

9. Sealed offers in one (1) original copy for furnishing the supplies or services in the Schedule will be received at the place specified in block 8, or (4) four copies if handcarried, in the depository located in Rm. 2223, Air Rights Bldg. until 2:00 p.m. local time Aug 31, '82  
(Hour) (Date)

If this is an advertised solicitation, offers will be publicly opened at that time.

CAUTION - LATE OFFERS: See pars. 7 and 8 of Solicitation Instructions and Conditions.

(Telegraphic responses are not authorized)

All offers are subject to the following:

- The Solicitation Instructions and Conditions, SF 33-A, January 1978 edition which is attached or incorporated herein by reference.
- The General Provisions, SF 32, 4/1/82 edition, which is attached or incorporated herein by reference.
- The Schedule included herein and/or attached hereto.
- Such other provisions, representations, certifications, and specifications as are attached or incorporated herein by reference. (Attachments are listed in schedule.)

FOR INFORMATION CALL (Name & telephone no.) (No collect calls) ▶ Ron Coleman (301)492-4800

**SCHEDULE**

10. ITEM NO.	11. SUPPLIES-SERVICES	12. QUANTITY	13. UNIT	14. UNIT PRICE	15. AMOUNT
SEE PART III OF THIS SOLICITATION PACKAGE					

*See continuation of schedule on page 4*

**OFFER (pages 2 and 3 must also be fully completed by offeror)**

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.

16. DISCOUNT FOR PROMPT PAYMENT (See par. 9, SF 33-A)

% 10 CALENDAR DAYS      % 20 CALENDAR DAYS      % 30 CALENDAR DAYS      % CALENDAR DAYS

17. OFFEROR

NAME AND ADDRESS (Street, city, county, State and ZIP code) [ ]

AREA CODE AND TELEPHONE NO ▶ [ ]

Check if remittance address is different from above — enter such address in Schedule. \*See below

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

19. SIGNATURE

20. OFFER DATE

**AWARD (To be completed by Government)**

21. ACCEPTED AS TO ITEMS NUMBERED

22. AMOUNT

23. ACCOUNTING AND APPROPRIATION DATA

24. SUBMIT INVOICES (4 copies unless otherwise specified) TO ADDRESS SHOWN IN BLOCK \_\_\_\_\_

25. NEGOTIATED PURSUANT TO  10 U.S.C. 2304(a) ( )  41 U.S.C. 252(c) ( )

26. ADMINISTERED BY (if other than block 7) CODE \_\_\_\_\_

27. PAYMENT WILL BE MADE BY CODE \_\_\_\_\_

28. NAME OF CONTRACTING OFFICER (Type or print)

29. UNITED STATES OF AMERICA BY \_\_\_\_\_ (Signature of contracting officer)

30. AWARD DATE

*Award will be made on this form, or on Standard Form 26, or by other official written notice*

33-131 \*PRINCIPAL PLACE OF PERFORMANCE: \_\_\_\_\_

REPRESENTATIONS, CERTIFICATIONS AND ACKNOWLEDGMENTS

REPRESENTATIONS (Check or complete all applicable boxes or blocks.)

The offeror represents as part of his offer that:

1. SMALL BUSINESS (See par. 14 on SF 33-A.)

He [ ] is, [ ] is not, a small business concern. If offeror is a small business concern and is not the manufacturer of the supplies offered, he also represents that all supplies to be furnished hereunder [ ] will, [ ] will not, be manufactured or produced by a small business concern in the United States, its possessions, or Puerto Rico.

2. MINORITY BUSINESS ENTERPRISE

He [ ] is, [ ] is not, a minority business enterprise. A minority business enterprise is defined as a "business, at least 50 percent of which is owned by minority group members or, in case of publicly owned businesses, at least 51 percent of the stock of which is owned by minority group members." For the purpose of this definition, minority group members are Negroes, Spanish-speaking American persons, American-Orientals, American-Indians, American Eskimos, and American-Aleuts.

3. REGULAR DEALER - MANUFACTURER (Applicable only to supply contracts exceeding \$10,000.)

He is a [ ] regular dealer in [ ] manufacturer of, the supplies offered.

4. CONTINGENT FEE (See par. 15 on SF 33-A.)

(a) He [ ] has, [ ] has not, employed or retained any company or persons (other than a full-time bona fide employee working solely for the offeror) to solicit or secure this contract, and (b) he [ ] has, [ ] has not, paid or agreed to pay any company or person (other than a full-time bona fide employee working solely for the offeror) any fee, commission, percentage, or brokerage fee contingent upon or resulting from the award of this contract; and agrees to furnish information relating to (a) and (b) above, as requested by the Contracting Officer. (Interpretation of the representation, including the term "bona fide employee," see Code of Federal Regulations, Title 41, Subpart 1-1.5.)

5. TYPE OF BUSINESS ORGANIZATION

He operates as [ ] an individual, [ ] a partnership, [ ] a nonprofit organization, [ ] a corporation, incorporated under the laws of the State of \_\_\_\_\_

6. AFFILIATION AND IDENTIFYING DATA (Applicable only to advertised solicitations.)

Each offeror shall complete (a) and (b) if applicable, and (c) below:

(a) He [ ] is, [ ] is not, owned or controlled by a parent company. (See par. 16 on SF 33-A.)

(b) If the offeror is owned or controlled by a parent company, he shall enter in the blocks below the name and main office address of the parent company:

NAME OF PARENT COMPANY AND MAIN OFFICE ADDRESS (Include 2 Pages)

Table with 3 columns: EMPLOYER'S IDENTIFICATION NUMBER (SEE PAR. 17, ON SF 33-A), OFFEROR'S E.F. NO., PARENT COMPANY'S E.F. NO.

7. EQUAL OPPORTUNITY

(a) He [ ] has, [ ] has not, participated in a previous contract or subcontract subject either to the Equal Opportunity clause herein or the clause originally contained in section 301 of Executive Order No. 10925, or the clause contained in Section 201 of Executive Order No. 11114; that he [ ] has, [ ] has not, filed all required compliance reports; and that representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards. (The above representation need not be submitted in connection with contracts or subcontracts which are exempt from the equal opportunity clause.)

(b) The bidder (or offeror) represents that (1) he [ ] has developed and has on file, [ ] has not developed and does not have on file, at each establishment affirmative action programs as required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2) or (2) he [ ] has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor. (The above representation shall be completed by each bidder (or offeror) whose bid (offer) is \$50,000 or more and who has 50 or more employees.)

CERTIFICATIONS (Check or complete all applicable boxes or blocks)

1. BUY AMERICAN CERTIFICATE

The offeror certifies as part of his offer, that: each end product, except the end products listed below, is a domestic end product (as defined in the clause entitled "Buy American Act"), and that components of unknown origin have been considered to have been mined, produced, or manufactured outside the United States.

Table with 2 columns: EXCLUDED END PRODUCTS, COUNTRY OF ORIGIN

**2. CLEAN AIR AND WATER** *(Applicable if the bid or offer exceeds \$100,000, or the contracting officer has determined that orders under an indefinite quantity contract in any year will exceed \$100,000, or a facility to be used has been the subject of a conviction under the Clean Air Act (42 U.S.C. 1857c-8(c)(1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or is not otherwise exempt.)*

The bidder or offeror certifies as follows:

(a) Any facility to be utilized in the performance of this proposed contract  has,  has not, been listed on the Environmental Protection Agency List of Violating Facilities.

(b) He will promptly notify the contracting officer, prior to award, of the receipt of any communication from the Director, Office of Federal Activities, Environmental Protection Agency, indicating that any facility which he proposes to use for the performance of the contract is under consideration to be listed on the EPA list of Violating Facilities.

(c) He will include substantially this certification, including this paragraph (c), in every nonexempt subcontract.

**3. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION** *(See par. 18 on SF 33-A)*

(a) By submission of this offer, the offeror certifies, and in the case of a joint offer, each party thereto certifies as to its own organization, that in connection with this procurement:

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

(2) Unless otherwise required by law, the prices which have been quoted in this offer have not been knowingly disclosed by the offeror and will not knowingly be disclosed by the offeror prior to opening in the case of an advertised procurement or prior to award in the case of a negotiated procurement, directly or indirectly to any other offeror or to any competitor; and

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

(b) Each person signing this offer certifies that:

(1) He is the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein and that he has not participated, and will not participate, in any action contrary to (a)(1) through (a)(3), above; or

(2) (i) He is not the person in the offeror's organization responsible within that organization for the decision as to the prices being offered herein but that he has been authorized in writing to act as agent for the persons responsible for such decision in certifying that such persons have not participated and will not participate, in any action contrary to (a)(1) through (a)(3) above, and as their agent does hereby so certify; and (ii) he has not participated, and will not participate, in any action contrary to (a)(1) through (a)(3) above.

**4. CERTIFICATION OF NONSEGREGATED FACILITIES** *(Applicable to (1) contracts, (2) subcontracts, and (3) agreements with applicants who are themselves performing federally assisted construction contracts, exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause.)*

By the submission of this bid, the bidder, offeror, applicant, or subcontractor certifies that he does not maintain or provide for his employees any segregated facilities at any of his establishments, and that he does not permit his employees to perform their services at any location under his control, where segregated facilities are maintained. He certifies further that he will not maintain or provide for his employees any segregated facilities at any of his establishments, and that he will not permit his employees to perform their services at any location, under his control, where segregated facilities are maintained. The bidder, offeror, applicant, or subcontractor agrees that a breach of this certification is a violation of the Equal Opportunity clause in this contract. As used in this certification, the term "segregated facilities" means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees which are segregated by explicit directive or are in fact segregated on the basis of race, color, religion or national origin, because of habit, local custom, or otherwise. He further agrees that (except where he has obtained identical certifications from proposed subcontractors for specific time periods) he will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from the provisions of the Equal Opportunity clause; that he will retain such certifications in his files; and that he will forward the following notice to such proposed subcontractors (except where the proposed subcontractors have submitted identical certifications for specific time periods):

**Notice to prospective subcontractors of requirement for certifications of nonsegregated facilities.**

A Certification of Nonsegregated Facilities must be submitted prior to the award of a subcontract exceeding \$10,000 which is not exempt from the provisions of the Equal Opportunity clause. The certification may be submitted either for each subcontract or for all subcontracts during a period (i.e., quarterly, semiannually, or annually). *NOTE: The penalty for making false offers is prescribed in 18 U.S.C. 1001.*

ACKNOWLEDGMENT OF AMENDMENTS The offeror acknowledges receipt of amendments to the Solicitation for offers and related documents numbered and dated as follows:	AMENDMENT NO	DATE	AMENDMENT NO	DATE

*NOTE: Offers must set forth full, accurate and complete information as required by this Solicitation (including attachments). The penalty for making false statements in offers is prescribed in 18 U.S.C. 1001.*



SCHEDULE. Continuation

ITEM NO	SUPPLIES SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT

If this Schedule is Continued on SF 36, check here

PART I

Representations, Certifications, and Acknowledgments - Continued SF-33 (Page 3)

5. WOMAN-OWNED BUSINESS

Concern is  is not  a woman-owned business. The business is publicly owned, a joint stock association, or a business trust  yes  no. The business is  certified  not certified.

A woman-owned business is a business which is, at least, 51 percent owned, controlled, and operated by a woman or women. Controlled is defined as exercising the power to make policy decisions. Operated is defined as actively involved in the day-to-day management.

For the purposes of this definition, businesses which are publicly owned, joint stock associations, and business trusts are exempted. Exempted businesses may voluntarily represent that they are, or are not, woman-owned if this information is available.

6. PERCENT OF FOREIGN CONTENT

The offeror/contractor will represent (as an estimate), immediately after the award of a contract, the percent of the foreign content of the item or service being procured expressed as a percent of the contract award price (accuracy within plus or minus 5 percent is acceptable).

7. NON-DISCRIMINATION BECAUSE OF AGE CERTIFICATION (1-12.1001)

The offeror hereby certifies as follows:

- (a) In the performance of Federal contracts, he and his subcontractors shall 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 retirement plan, or statutory requirement, and
- (b) That contractors and subcontractors, or persons acting on their behalf, shall not specify, in solicitations or advertisements for employees to work on Government contracts, a maximum age limit for such employment unless the specified maximum age limit is based on a bona fide occupational qualification, retirement plan, or statutory requirement.

8. CERTIFICATION OF RECOVERED MATERIALS (1-1.2504(b))

The offeror/contractor certifies that recovered materials will be used as required by specifications referenced in the solicitation/contract.

9. CONTRACTOR ORGANIZATIONAL CONFLICTS OF INTEREST

I represent to the best of my knowledge and belief that:

The award to \_\_\_\_\_ of a contract or the modification of an existing contract does  or does not  involve situations or relationships of the type set forth in 41 CFR paragraph 20-1.5403(b)(1).

If the representation as completed indicates that situations or relationships of the type set forth in 41 CFR 20-1.5403(b)(1) are involved or the Contracting Officer otherwise determines that potential organizational conflicts exist, the offeror shall provide a statement in writing which describes in a concise manner all relevant factors bearing on his representation to the Contracting Officer. If the Contracting Officer determines that organizational conflicts exist, the following actions may be taken:

- (a) impose appropriate conditions which avoid such conflicts,
- (b) disqualify the offeror, or
- (c) determine that it is otherwise in the best interest of the United States to seek award of the contract under the waiver provisions of § 20-1.5411.

The refusal to provide the representation required by §20-1.5404(b) or upon request of the Contracting Officer the facts required by §20-1.5404(c), shall result in disqualification of the offeror for award. The nondisclosure or misrepresentation of any relevant interest may also result in the disqualification of the offeror for awards; or if such nondisclosure or misrepresentation is discovered after award, the resulting contract may be terminated. The offeror may also be disqualified from subsequent related NRC contracts and be subject to such other remedial actions provided by law or the resulting contract.

The offeror may, because of actual or potential organizational conflicts of interest, propose to exclude specific kinds or work from the statements of work contained in an RFP unless the RFP specifically prohibits such exclusion. Any such proposed exclusion by an offeror will be considered by the NRC in the evaluation of proposals. If the NRC considers the proposed excluded work to be an essential or integral part of the required work and its exclusion would work to the detriment of the competitive posture of the other offerors, the proposal must be rejected as unacceptable.

The offeror's failure to execute the representation required herein with respect to invitation for bids will be considered to be a minor informality, and the offeror will be permitted to correct the omission.

Any contract resulting from a solicitation requirement shall include general clauses (41 CFR 20-1.5404-1) prohibiting contractors from engaging in relationships which may give rise to an actual or apparent conflict of interest. Note: NRC Contractor Organizational Conflicts of Interest (41 CFR Part 20) is included in Part IV as Attachment No. 1.

PART II  
SOLICITATION INSTRUCTIONS AND CONDITIONS

**1. DEFINITIONS.**

As used herein:

(a) The term "solicitation" means Invitation for Bids (IFB) where the procurement is advertised, and Request for Proposal (RFP) where the procurement is negotiated.

(b) The term "offer" means bid where the procurement is advertised, and proposal where the procurement is negotiated.

(c) For purposes of this solicitation and Block 2 of Standard Form 33, the term "advertised" includes Small Business Restricted Advertising and other types of restricted advertising.

**2. PREPARATION OF OFFERS.**

(a) Offerors are expected to examine the drawings, specifications, Schedule, and all instructions. Failure to do so will be at offeror's risk.

(b) Each offeror shall furnish the information required by the solicitation. The offeror shall sign the solicitation and print or type his name on the Schedule and each Continuation Sheet thereof on which he makes an entry. Erasures or other changes must be initialed by the person signing the offer. Offers signed by an agent are to be accompanied by evidence of his authority unless such evidence has been previously furnished to the issuing office.

(c) Unit price for each unit offered shall be shown and such price shall include packing unless otherwise specified. A total shall be entered in the Amount column of the Schedule for each item offered. In case of discrepancy between a unit price and extended price, the unit price will be presumed to be correct, subject, however, to correction to the same extent and in the same manner as any other mistake.

(d) Offers for supplies or services other than those specified will not be considered unless authorized by the solicitation.

(e) Offeror must state a definite time for delivery of supplies or for performance of services unless otherwise specified in the solicitation.

(f) Time, if stated as a number of days, will include Saturdays, Sundays and holidays.

(g) Code boxes are for Government use only.

**3. EXPLANATION TO OFFERORS.** Any explanation desired by an offeror regarding the meaning or interpretation of the solicitation, drawings, specifications, etc., must be requested in writing and with sufficient time allowed for a reply to reach offerors before the submission of their offers. Oral explanations or instructions given before the award of the contract will not be binding. Any information given to a prospective offeror concerning a solicitation will be furnished to all prospective offerors as an amendment of the solicitation, if such information is necessary to offerors in submitting offers on the solicitation or if the lack of such information would be prejudicial to uninformed offerors.

**4. ACKNOWLEDGMENT OF AMENDMENTS TO SOLICITATIONS.**

Receipt of an amendment to a solicitation by an offeror must be acknowledged (a) by signing and returning the amendment, (b) on page three of Standard Form 33, or (c) by letter or telegram. Such acknowledgment must be received prior to the hour and date specified for receipt of offers.

**5. SUBMISSION OF OFFERS.**

(a) Offers and modifications thereof shall be enclosed in sealed envelopes and addressed to the office specified in the solicitation. The offeror shall show the hour and date specified in the solicitation for receipt, the solicitation number, and the name and address of the offeror on the face of the envelope.

(b) Telegraphic offers will not be considered unless authorized by the solicitation; however, offers may be modified or withdrawn by written or telegraphic notice, provided such notice is received prior to the hour and date specified for receipt. (However, see paragraphs 7 and 8.)

(c) Samples of items, when required, must be submitted within the time specified, and unless otherwise specified by the Government, at no expense to the Government. If not destroyed by testing, samples will be returned at offeror's request and expense, unless otherwise specified by the solicitation.

**6. FAILURE TO SUBMIT OFFER.** If no offer is to be submitted, do not return the solicitation unless otherwise specified. A letter or postcard shall be sent to the issuing office advising whether future solicitations for the type of supplies or services covered by this solicitation are desired. Failure of the recipient to offer, or to notify the issuing office that future solicitations are desired, may result in removal of the name of such recipient from the mailing list for the type of supplies or services covered by the solicitation.

**7. LATE BIDS, MODIFICATIONS OF BIDS, OR WITHDRAWAL OF BIDS.**

(a) Any bid received at the office designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made and either:

(1) It was sent by registered or certified mail not later than the fifth calendar day prior to the date specified for the receipt of bids (e.g., a bid submitted in response to a solicitation requiring receipt of bids by the 20th of the month must have been mailed by the 15th or earlier); or

(2) It was sent by mail (or telegram if authorized) and it is determined by the Government that the late receipt was due solely to mishandling by the Government after receipt at the Government installation.

(b) Any modification or withdrawal of a bid is subject to the same conditions as in (a), above. A bid may also be withdrawn in person by a bidder or his authorized representative, provided his identity is made known and he signs a receipt for the bid, but only if the withdrawal is made prior to the exact time set for receipt of bids.

(c) The only acceptable evidence to establish:

(1) The date of mailing of a late bid, modification, or withdrawal sent either by registered or certified mail is the U.S. Postal Service postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. If neither postmark shows a legible date, the bid, modification, or withdrawal shall be deemed to have been mailed late. (The term "postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed on the date of mailing by employees of the U.S. Postal Service. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye "postmark" on both the receipt and the envelope or wrapper.)

(2) The time of receipt at the Government installation is the time-date stamp of such installation on the bid wrapper or other documentary evidence of receipt maintained by the installation.

(d) Notwithstanding (a) and (b) of this provision, a late modification of an otherwise successful bid which makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.

Note: The term "telegram" includes mailgrams.

**8. LATE PROPOSALS, MODIFICATIONS OF PROPOSALS, AND WITHDRAWALS OF PROPOSALS.**

(a) Any proposal received at the office designated in the solicitation after the exact time specified for receipt will not be considered unless it is received before award is made, and:

(1) It was sent by registered or certified mail not later than the fifth calendar day prior to the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th or earlier);

(2) It was sent by mail (or telegram if authorized) and it is determined by the Government that the late receipt was due solely to mishandling by the Government after receipt at the Government installation; or

(3) It is the only proposal received.

(b) Any modification of a proposal, except a modification resulting from the Contracting Officer's request for "best and final" offer, is subject to the same conditions as in (a) (1) and (a) (2) of this provision.

(c) A modification resulting from the Contracting Officer's request for "best and final" offer received after the time and date specified in the request will not be considered unless received before award and the late receipt is due solely to mishandling by the Government after receipt at the Government installation.

(d) The only acceptable evidence to establish:

(1) The date of mailing of a late proposal or modification sent either by registered or certified mail is the U.S. Postal Service postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. If neither postmark shows a legible date, the proposal or modification shall be deemed to have been mailed late. (The term "postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed on the date of mailing by employees of the U.S. Postal Service. Therefore, offerors should request the postal clerk to place a hand cancellation bull's-eye "postmark" on both the receipt and the envelope or wrapper.)

(2) The time of receipt at the Government installation is the time-date stamp of such installation on the proposal wrapper or other documentary evidence of receipt maintained by the installation.

(e) Notwithstanding (a), (b), and (c), of this provision, a late modification of an otherwise successful proposal which makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.

(f) Proposals may be withdrawn by written or telegraphic notice received at any time prior to award. Proposals may be withdrawn in person by an offeror or his authorized representative, provided his identity is made known and he signs a receipt for the proposal prior to award.

Note: The term "telegram" includes mailgrams.

Note: The alternate late proposals, modifications of proposals and withdrawals of proposals provision prescribed by 41 CFR 1-3.802-2(b) shall be used in lieu of provision 8, if specified by the contract.

#### 9. DISCOUNTS.

(a) Notwithstanding the fact that a blank is provided for a ten (10) day discount, prompt payment discounts offered for payment within less than twenty (20) calendar days will not be considered in evaluating offers for awards, unless otherwise specified in the solicitation. However, offered discounts of less than 20 days will be taken if payment is made within the discount period, even though not considered in the evaluation of offers.

(b) In connection with any discount offered, time will be computed from date of delivery of the supplies to carrier when delivery and acceptance are at point of origin, or from date of delivery at destination or port of embarkation when delivery and acceptance are at either of those points, or from the date correct invoice or voucher is received in the office specified by the Government, if the latter date is later than date of delivery. Payment is deemed to be made for the purpose of earning the discount on the date of mailing of the Government check.

#### 10. AWARD OF CONTRACT

(a) The contract will be awarded to that responsible offeror whose price is the lowest, provided that the offeror has complied with the Government, price and other factors considered.

(b) The Government reserves the right to reject any or all offers and to waive informalities and minor irregularities in offers received.

(c) The Government may accept any item or group of items of any offer, unless the offeror qualifies his offer by specific limitations. **UNLESS OTHERWISE PROVIDED IN THE SCHEDULE, OFFERS MAY BE SUBMITTED FOR ANY QUANTITIES LESS THAN THOSE SPECIFIED, AND THE GOVERNMENT RESERVES THE RIGHT TO MAKE AN AWARD ON ANY ITEM FOR A QUANTITY LESS THAN THE QUANTITY OFFERED AT THE UNIT PRICES OFFERED UNLESS THE OFFEROR SPECIFIES OTHERWISE IN HIS OFFER.**

(d) A written award (or Acceptance of Offer) mailed (or otherwise furnished) to the successful offeror within the time for acceptance specified in the offer shall be deemed to result in a binding contract without further action by either party.

The following paragraphs (e) through (h) apply only to negotiated solicitations:

(e) The Government may accept within the time specified therein, any offer (or part thereof, as provided in (c) above), whether or not there are negotiations subsequent to its receipt, unless the offer is withdrawn by written notice received by the Government prior to award. If subsequent negotiations are conducted, they shall not constitute a rejection or counter offer on the part of the Government.

(f) The right is reserved to accept other than the lowest offer and to reject any or all offers.

(g) The Government may award a contract, based on initial offers received, without discussion of such offers. Accordingly, each initial offer should be submitted on the most favorable terms from a price and technical standpoint which the offeror can submit to the Government.

(h) Any financial data submitted with any offer hereunder or any representation concerning facilities or financing will not form a part of any resulting contract; provided, however, that if the resulting contract contains a clause providing for price reduction for defective cost or pricing data, the contract price will be subject to reduction if cost or pricing data furnished hereunder is incomplete, inaccurate, or not current.

11. GOVERNMENT-FURNISHED PROPERTY. No material, labor, or facilities will be furnished by the Government unless otherwise provided for in the solicitation.

12. LABOR INFORMATION. General information regarding the requirements of the Walsh-Healey Public Contracts Act (41 U.S.C.

35-45), the Contract Work Hours Standards Act (40 U.S.C. 327-350), and the Service Contract Act of 1965 (41 U.S.C. 351-357) may be obtained from the Department of Labor, Washington, D.C. 20710, or from any regional office of that agency. Requests for information should include the solicitation number, the name and address of the issuing agency, and a description of the supplies or services.

13. SELLER'S INVOICES. Invoices shall be prepared and submitted in quadruplicate (one copy shall be marked "original") unless otherwise specified. Invoices shall contain the following information: Contract and order number (if any), item numbers, description of supplies or services, sizes, quantities, unit prices, and extended totals. Bill of lading number and weight of shipment will be shown for shipments made on Government bills of lading.

14. SMALL BUSINESS CONCERN. A small business concern for the purpose of Government procurement is a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operation in which it is submitting offers on Government contracts, and can further qualify under the criteria concerning number of employees, average annual receipts, or other criteria, as prescribed by the Small Business Administration. (See Code of Federal Regulations, Title 13, Part 121, as amended, which contains detailed industry definitions and related procedures.)

15. CONTINGENT FEE. If the offeror, by checking the appropriate box provided therefor, has represented that he has employed or retained a company or person (other than a full-time bona fide employee working solely for the offeror) to solicit or secure this contract, or that he has paid or agreed to pay any fee, commission, percentage, or brokerage fee to any company or person contingent upon or resulting from the award of this contract, he shall furnish, in duplicate, a complete Standard Form 119, Contractor's Statement of Contingent or Other Fees. If offeror has previously furnished a completed Standard Form 119 to the office issuing this solicitation, he may accompany his offer with a signed statement (a) indicating when such completed form was previously furnished, (b) identifying by number the previous solicitation or contract, if any, in connection with which such form was submitted, and (c) representing that the statement in such form is applicable to this offer.

16. PARENT COMPANY. A parent company for the purpose of this offer is a company which either owns or controls the activities and basic business policies of the offeror. To own another company means the parent company must own at least a majority (more than 50 percent) of the voting rights in that company. To control another company, such ownership is not required, if another company is able to formulate, determine, or veto basic business policy decisions of the offeror, such other company is considered the parent company of the offeror. This control may be exercised through the use of dominant minority voting rights, use of proxy voting, contractual arrangements, or otherwise.

17. EMPLOYER'S IDENTIFICATION NUMBER. (Applicable only to advertised solicitations.) The offeror shall insert in the applicable space on the offer form, if he has no parent company, his own Employer's Identification Number (E.I. No.) (Federal Social Security Number used on Employer's Quarterly Federal Tax Return, U.S. Treasury Department Form 941), or, if he has a parent company, the Employer's Identification Number of his parent company.

#### 18. CERTIFICATION OF INDEPENDENT PRICE DETERMINATION.

(a) This certification on the offer form is not applicable to a foreign offeror submitting an offer for a contract which requires performance or delivery outside the United States, its possessions, and Puerto Rico.

(b) An offer will not be considered for award where (a) (1), (a) (3), or (b) of the certification has been deleted or modified. Where (a) (2) of the certification has been deleted or modified, the offer will not be considered for award unless the offeror furnishes with the offer a signed statement which sets forth in detail the circumstances of the disclosure and the head of the agency, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

19. ORDER OF PRECEDENCE. In the event of an inconsistency between provisions of this solicitation, the inconsistency shall be resolved by giving precedence in the following order: (a) the Schedule; (b) Solicitation Instructions and Conditions; (c) General Provisions; (d) other provisions of the contract, whether incorporated by reference or otherwise; and (e) the specifications.

Paragraph 10 (a) on page 2 of the SF-33A is hereby deleted. Paragraph No. 19 on page 2 of the SF-33A is hereby deleted in its entirety.

20. TYPE OF CONTRACT

It is contemplated that a fixed price requirements contract will be awarded; however, the Government reserves the right to negotiate and award whatever type contract is determined to be most appropriate. In addition to the special provisions of this request for proposal, any resultant contract shall include the general provisions applicable to the selected offeror's organization and type contract awarded. Any additional clauses required by Public Law, Executive Order, or procurement regulations in effect at the time of execution of the proposed contract will be included.

21. PERIOD OF PERFORMANCE/SCHEDULE

The Government estimates that the work hereunder shall be completed within one (1) year.

22. ACCEPTANCE PERIOD

Because of the time required by the Government to evaluate bids adequately, offerors are requested to specify a bid acceptance period of not less than (90) ninety days.

23. ANTICIPATED AWARD DATE

It is anticipated that an award under this solicitation shall be made by September 6, 1982.

24. COST OF BID PREPARATION

This solicitation does not commit the Government to pay any cost for the preparation and submission of a bid or for necessary studies or designs for the preparation thereof; or to procure or contract for the articles or services shown under Part III herein.

PART II (Continued)

NOTICES TO BIDDERS

25. Notice of Requirement to Certify Nonsegregated Facilities

Bidders are cautioned as follows: By signing this offer, the bidder will be deemed to have signed and agreed to the provisions of the "Certification of Nonsegregated Facilities" contained on page 6 of this solicitation. Failure of the bidder to agree to the certification of nonsegregated facilities may cause his bid to be rejected as nonresponsive.

Moreover, each sheet for which the offeror desires to restrict disclosure shall be marked with the following legend:

"Use of disclosure of proposal data is subject to the restriction on the title page of this proposal. I claim that information contained herein is proprietary and shall not be disclosed by the NRC in accordance with Exemption 4 of the Freedom of Information Act."

26. Bid Identification

Mailing envelopes shall be marked with the IFB number as specified on Page 1, Block #2 of this solicitation. The IFB number should also be referenced in your cover letter and on each page of your bid.

27. Other Contractual Commitments

The bidder shall list any commitments with other agencies, governmental or private, and indicate whether these commitments will or will not interfere with the completion of work and services contemplated under this solicitation.

Award Notification

28. All bidders will be notified of their final selection or nonselection as soon as possible following the completion of the formal NRC bid opening and subsequent detailed examination of bids and conduct of responsibility checks. Formal notification of nonselection to unsuccessful bidders will be made following contract award to the successful bidder.

29. Bid Evaluation/Evaluation of Option

- A. Bidders are required to bid on all four (4) schedules contained herein. The Government reserves the right to select the schedule it determines to be most advantageous to the general public; however the Government's selection will be based on the following:
- B. Bids will be evaluated for purposes of award by adding the total price of the selected schedule for the basic year to the total price for the selected schedule for the option year, thus arriving at the lowest combined total price compared to the identical schedule of all bidders. For example, if six (6) bids are involved and the Government selects schedule I for both the basic and option years as its choice, the selection will be based on the lowest combined total price for schedule I of all bidders.
- C. Evaluation of the option year will not obligate the Government to exercise such. Bids which do not include fixed prices for the option items will be rejected as nonresponsive.
- D. Award will be made to that responsive, responsible bidder within the meaning of Federal Procurement Regulation 1-1.12 whose total bid price, as set forth by the bidder in the appropriate blank of this IFB, after NRC consideration of any applicable discount, constitutes the lowest overall evaluated final contract price based upon the requirements as set forth in the schedule.

30. Separate Charges

Separate charges, in any form, are not solicited. Bids containing any charges for discontinuance, termination or failure to exercise any option are not solicited and will be rejected.



31. Listing of Employment Openings (FFR 1-12.1102-2)

Bidders and offerors should note that this solicitation includes a provision requiring the listing of employment openings with the local office of the Federal-State employment service system where a contract award is for \$2,500 or more.

32. Commitment of Public Funds

The Contracting Officer is the only individual who can legally commit the Government to the expenditure of public funds in connection with this procurement. Any other commitment, either explicit or implied, is invalid.

33. Submission For Bid

Bids must set forth full, accurate and complete information as required by this Invitation for Bids (including attachments). The Penalty for making false statements in bids is prescribed in 18 U. S. C. 1001.

34. Subcontractors

If the offeror plans to subcontract any of the work to be performed, list proposed subcontractors if known by name. Provide a detailed breakdown of specific work to be subcontracted and the approximate cost involved.

35. Labor Surplus Area Program Requirements

In keeping with the Federal Labor Surplus Area Program, the offeror is required to provide information on the general economic conditions of the area in which subcontractors are located, exact location of subcontractors (state, city, county), and the unemployment rate for the area, if known.

36. Additional Facilities or Personnel

In the event the offeror contemplates acquiring additional facilities, personnel or property in the performance of this work, such facilities, personnel or property shall be separately identified.

37. Prices

Bidders must insert a definite price or indicate "no charge" in the blank space provided for each item and/or subitem listed in Article I hereof. Unless expressly provided for herein, no additional charge will be allowed for work performed under the contract other than the unit prices stipulated herein for each such item and/or subitem.

38. Bidder Qualifications and Past Experience

Bidder shall list three (3) previous/current contracts for the same or similar products: This information will assist the Contracting Officer in his/her Determination of Responsibility. Failure to provide this information will not necessarily result in an unfavorable Determination of Responsibility.

(1) Contract No.: \_\_\_\_\_  
Name and address of  
Government Agency or  
Commercial Entity: \_\_\_\_\_

Point of Contact and  
Telephone Number: \_\_\_\_\_

(2) Contract No.: \_\_\_\_\_  
Name and address of  
Government Agency or  
Commercial Entity: \_\_\_\_\_

Point of Contact and  
Telephone Number: \_\_\_\_\_

(3) Contract No.: \_\_\_\_\_  
Name and address of  
Government Agency or  
Commercial Entity: \_\_\_\_\_

Point of Contact and  
Telephone Number: \_\_\_\_\_

Additional information will be supplied to the Contracting Officer upon request.

39. Notice of Total Small Business Set-Aside

- A. General. Bids or proposals under this procurement are solicited only from (1) small business concerns and (2) eligible organizations for the handicapped and handicapped individuals under the Small Business Act. The procurement is to be awarded only to one or more such concerns, organizations, or individuals. This action is based on a determination by the Contracting Officer, alone or in conjunction with a representative of the Small Business Administration, that it is in the interest of maintaining or mobilizing the Nation's full productive capacity, or in the interest of war or national defense programs, or in the interest of assuring that a fair proportion of Government procurement is placed with small business concerns, or in the interest of assisting eligible organizations for the handicapped and handicapped individuals. Bids or proposals received from others will be considered nonresponsive.
- B. Definitions. The term "small business concern" means a concern, including its affiliates, which is independently owned and operated, is not dominant in the field of operation in which it is bidding on Government contracts, and can further qualify under the criteria set forth in the regulations of the Small Business Administration (13 CFR 121.3-8). In addition to meeting these criteria, a manufacturer or a regular dealer submitting bids or proposals in his own name must agree to furnish in the performance of the contract end items manufactured or produced in the United States, its territories and possessions, Commonwealth of Puerto Rico, the Trust Territory of the Pacific Islands, and the District of Columbia, by small business concerns: provided, that this additional requirement does not apply in connection with construction or service contracts.

40. Size Standard and Product Classification

It has been determined that the services described herein are classified under the Standard Industrial Classification Manual as No. 7339 and that the concern's average annual receipts for its preceding three (3) fiscal years must not exceed \$2 Million to be classified as a small business concern.

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	ARTICLE I - SUPPLIES/SERVICES/PRICES				
	Provide the following services for each of the four schedules as further described in ARTICLE II, STATEMENT OF WORK.				
	SCHEDULE I				
	(Unit price, return to one location)				
		YEARLY ESTIMATE			
1	HARDCOPY AND MICROFICHE BLOWBACKS.	2,450,000		\$ _____	\$ _____
	A. Hardcopy duplication (Copies produced from 8 1/2" x 11" and 8 1/2" x 14" pages by contractor personnel)	pages			
	a. Orders of 1-200 pages within 4 hours (1,168,000 pages)				
	b. Orders of 201-1,000 pages within 24 hours (440,000 pages)				
	c. For each additional 1,000 pages per order an additional 12 hours (480,000 pages)				
	B. Microfiche to hardcopy duplication (2% of total pages for 20X microfiche, 22% for 24X, and 76% for 48X)				
	a. Orders of 1-1,000 pages within 24 hours (327,000 pages)				
	b. For each additional 1,000 pages per order an additional 12 hours (35,000 pages)				

NAME OF OFFICE OF CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE I CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000		\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)	fiche			
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

CONTINUATION SHEET

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	SCHEDULE II				
	(Unit price, return to multiple locations)	YEARLY ESTIMATE			
1	HARDCOPY AND MICROFICHE BLOWBACKS.	2,450,000		\$ _____	\$ _____
	A. Hardcopy duplication (Copies produced from 8 1/2" x 11" and 8 1/2" x 14" pages by contractor personnel)	pages			
	a. Orders of 1-200 pages within 4 hours (1,168,000 pages)				
	b. Orders of 201-1,000 pages within 24 hours (440,000 pages)				
	c. For each additional 1,000 pages per order an additional 12 hours (480,000 pages)				
	B. Microfiche to hardcopy duplication (2% of total pages for 20X microfiche, 22% for 24X, and 76% for 48X)				
	a. Orders of 1-1,000 pages within 24 hours (327,000 pages)				
	b. For each additional 1,000 pages per order an additional 12 hours (35,000 pages)				

NAME OF OFFICE OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE II CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION A. Orders of 1-100 items within 8 hours (20,000 fiche) B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)	35,000 fiche		\$ _____	\$ _____
4	APERTURE CARD DUPLICATION A. Orders of 1-50 items within 24 hours (200 cards) B. For each additional 50 items per order, an additional 24 hours (50 cards)	250 cards		\$ _____	\$ _____
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size. A. Orders of 1-25 items within 72 hours (7,500 sq. ft.) B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)	15,000 sq. ft.		\$ _____	\$ _____
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size. A. Orders of 1-25 items within 72 hours (230 sq. ft.) B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)	250 sq. ft.		\$ _____	\$ _____
7	DRAWINGS FROM APERTURE CARDS. Full size print A. Orders of 1-50 items within 72 hours (150 sq. ft.) B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)	160 sq. ft.		\$ _____	\$ _____
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints A. Orders of 1-50 items within 72 hours, (52 prints) B. For each additional 50 items per order, an additional 72 hours (3 prints)	55 prints		\$ _____	\$ _____
TOTAL					\$ _____

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<p>SCHEDULE III</p> <p>(Individual prices, return to one location)</p>					
					YEARLY ESTIMATE
1.1	<p>HARDCOPY DUPLICATION (Copies produced from 8½"x11" and 8½"x14" pages by contractor personnel)</p> <ul style="list-style-type: none"> <li>a. Orders of 1-200 pages within 4 hours (1,400,000 pages)</li> <li>b. Orders of 201-1,000 pages within 24 hours (460,000 pages)</li> <li>c. For each additional 1,000 pages per order, an additional 12 hours (500,000 pages)</li> </ul>	2,360,000	pages	\$ _____	\$ _____
1.2	<p>MICROFICHE TO HARDCOPY DUPLICATION (8% of total pages for 20X microfiche, 82% for 24X, and 10% for 48X)</p> <ul style="list-style-type: none"> <li>a. Orders of 1-1,000 pages within 24 hours (75,000 pages)</li> <li>b. For each additional 1,000 pages per order, an additional 12 hours (15,000 pages)</li> </ul>	90,000	pages	\$ _____	\$ _____



CONTINUATION SHEET

NAME OF OFFICE OF ORIGINATOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE III CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000		\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)	fiche			
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

CONTINUATION SHEET

NAME OF OFFICE OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<p>SCHEDULE IV</p> <p>(Individual prices, return to multiple locations)</p>					
					YEAPLY ESTIMATE
1.1	<p>HARDCOPY DUPLICATION (Copies produced from 8½"x11" and 8½"x14" pages by contractor personnel)</p> <p>a. Orders of 1-200 pages within 4 hours (1,400,000 pages)</p> <p>b. Orders of 201-1,000 pages within 24 hours (460,000 pages)</p> <p>c. For each additional 1,000 pages per order, an additional 12 hours (500,000 pages)</p>	2,360,000 pages		\$ _____	\$ _____
1.2	<p>MICROFICHE TO HARDCOPY DUPLICATION (8% of total pages for 20X microfiche, 82% for 24X, and 10% for 48X)</p> <p>a. Orders of 1-1,000 pages within 24 hours (75,000 pages)</p> <p>b. For each additional 1,000 pages per order, an additional 12 hours (15,000 pages)</p>	90,000 pages		\$ _____	\$ _____

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE IV CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000		\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)	fiche			
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000 sq. ft.		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)				
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250 sq. ft.		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)				
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

CONTINUATION SHEET

NAME OF OFFICE OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT				
	<p>OPTION YEAR</p> <p>ARTICLE I - SUPPLIES/SERVICES/PRICES</p> <p>Provide the following services for each of the four schedules as further described in ARTICLE II, STATEMENT OF WORK.</p> <p>SCHEDULE I</p> <p>(Unit price, return to one location)</p>								
		YEARLY ESTIMATE							
1	HARDCOPY AND MICROFICHE BLOWBACKS.	2,450,000		\$	\$				
	<p>A. Hardcopy duplication (Copies produced from 8 1/2" x 11" and 8 1/2" x 14" pages by contractor personnel)</p> <p>a. Orders of 1-200 pages within 4 hours (1,168,000 pages)</p> <p>b. Orders of 201-1,000 pages within 24 hours (440,000 pages)</p> <p>c. For each additional 1,000 pages per order an additional 12 hours (480,000 pages)</p> <p>B. Microfiche to hardcopy duplication (2% of total pages for 20X microfiche, 22% for 24X, and 76% for 48X)</p> <p>a. Orders of 1-1,000 pages within 24 hours (327,000 pages)</p> <p>b. For each additional 1,000 pages per order an additional 12 hours (35,000 pages)</p>								

CONTINUATION SHEET

NAME OF OFFICE OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE I CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000		\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)	fiche			
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

CONTINUATION SHEET

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	SCHEDULE II (Unit price, return to multiple locations)				
		YEARLY ESTIMATE:			
1	HARDCOPY AND MICROFICHE BLOWBACKS.	2,450,000		\$ _____	\$ _____
	A. Hardcopy duplication (Copies produced from 8 1/2" x 11" and 8 1/2" x 14" pages by contractor personnel)	pages			
	a. Orders of 1-200 pages within 4 hours (1,168,000 pages)				
	b. Orders of 201-1,000 pages within 24 hours (440,000 pages)				
	c. For each additional 1,000 pages per order an additional 12 hours (480,000 pages)				
	B. Microfiche to hardcopy duplication (2% of total pages for 20X microfiche, 22% for 24X, and 76% for 48X)				
	a. Orders of 1-1,000 pages within 24 hours (327,000 pages)				
	b. For each additional 1,000 pages per order an additional 12 hours (35,000 pages)				

NAME OF OFFICE OR CONTRACTOR

LINE NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE II CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000		\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)	fiche			
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250		\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)	sq. ft.			
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
<p>SCHEDULE III</p> <p>(Individual prices, return to one location)</p>					
					YEARLY ESTIMATE
1.1	<p>HARDCOPY DUPLICATION (Copies produced from 8 1/2"x11" and 8 1/2"x14" pages by contractor personnel)</p> <p>a. Orders of 1-200 pages within 4 hours (1,400,000 pages)</p> <p>b. Orders of 201-1,000 pages within 24 hours (460,000 pages)</p> <p>c. For each additional 1,000 pages per order, an additional 12 hours (500,000 pages)</p>	2,360,000 pages		\$ _____	\$ _____
1.2	<p>MICROFICHE TO HARDCOPY DUPLICATION (8% of total pages for 20X microfiche, 82% for 24X, and 10% for 48X)</p> <p>a. Orders of 1-1,000 pages within 24 hours (75,000 pages)</p> <p>b. For each additional 1,000 pages per order, an additional 12 hours (15,000 pages)</p>	90,000 pages		\$ _____	\$ _____



NAME OF OFFICE OF CONTRACTOR

LINE NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
SCHEDULE III CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION A. Orders of 1-100 items within 8 hours (20,000 fiche)  B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)	35,000 fiche		\$ _____	\$ _____
4	APERTURE CARD DUPLICATION A. Orders of 1-50 items within 24 hours (200 cards)  B. For each additional 50 items per order, an additional 24 hours (50 cards)	250 cards		\$ _____	\$ _____
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size. A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)  B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)	15,000 sq. ft.		\$ _____	\$ _____
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size. A. Orders of 1-25 items within 72 hours (230 sq. ft.)  B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)	250 sq. ft.		\$ _____	\$ _____
7	DRAWINGS FROM APERTURE CARDS. Full size print A. Orders of 1-50 items within 72 hours (150 sq. ft.)  B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)	160 sq. ft.		\$ _____	\$ _____
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints A. Orders of 1-50 items within 72 hours, (52 prints)  B. For each additional 50 items per order, an additional 72 hours (3 prints)	55 prints		\$ _____	\$ _____
TOTAL					

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
	<p>SCHEDULE IV</p> <p>(Individual prices, return to multiple locations)</p>				
		YEARLY ESTIMATE			
1.1	<p>HARDCOPY DUPLICATION (Copies produced from 8 1/2"x11" and 8 1/2"x14" pages by contractor personnel)</p> <p>a. Orders of 1-200 pages within 4 hours (1,400,000 pages)</p> <p>b. Orders of 201-1,000 pages within 24 hours (460,000 pages)</p> <p>c. For each additional 1,000 pages per order, an additional 12 hours (500,000 pages)</p>	2,360,000 pages		\$ _____	\$ _____
1.2	<p>MICROFICHE TO HARDCOPY DUPLICATION (8% of total pages for 20X microfiche, 82% for 24X, and 10% for 48X)</p> <p>a. Orders of 1-1,000 pages within 24 hours (75,000 pages)</p> <p>b. For each additional 1,000 pages per order, an additional 12 hours (15,000 pages)</p>	90,000 pages		\$ _____	\$ _____

CONTINUATION SHEET

NAME OF OFFEROR OR CONTRACTOR

ITEM NO.	SUPPLIES/SERVICES	QUANTITY	UNIT	UNIT PRICE	AMOUNT
- SCHEDULE IV CONTINUED					
2	SELF-SERVICE COIN-OPERATED COPYING MACHINE	45,000pgs		\$ _____	\$ _____
3	MICROFICHE DUPLICATION	35,000	fiche	\$ _____	\$ _____
	A. Orders of 1-100 items within 8 hours (20,000 fiche)				
	B. For each additional 100 items per order, an additional 8 hours (15,000 fiche)				
4	APERTURE CARD DUPLICATION	250 cards		\$ _____	\$ _____
	A. Orders of 1-50 items within 24 hours (200 cards)				
	B. For each additional 50 items per order, an additional 24 hours (50 cards)				
5	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE XEROGRAPHIC PROCESS. Random size up to 24" in width and a maximum of 44" in length. White bond, reduced or full size.	15,000	sq. ft.	\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (7,500 sq. ft.)				
	B. For each additional 25 items per order, an additional 72 hours (7,500 sq. ft.)				
6	OUTSIZED DOCUMENTS AND ENGINEERING DRAWINGS USING THE PHOTOGRAPHIC PROCESS. Random size exceeding 24" in width up to a maximum of 44" in length. Full size.	250	sq. ft.	\$ _____	\$ _____
	A. Orders of 1-25 items within 72 hours (230 sq. ft.)				
	B. For each additional 25 items per order, an additional 72 hours (20 sq. ft.)				
7	DRAWINGS FROM APERTURE CARDS. Full size print	160		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours (150 sq. ft.)	sq. ft.			
	B. For each additional 50 drawings per order, an additional 72 hours (10 sq. ft.)				
8	DRAWINGS FROM APERTURE CARDS. 18"x24" reduced sized prints	55 prints		\$ _____	\$ _____
	A. Orders of 1-50 items within 72 hours, (52 prints)				
	B. For each additional 50 items per order, an additional 72 hours (3 prints)				
TOTAL					\$ _____

## ARTICLE II - STATEMENT OF WORK

### 1. GENERAL

The Nuclear Regulatory Commission's (NRC) Public Document Room (PDR) located at 1717 H-Street, N.W., Washington, D.C. provides the public access to copies of documents maintained by NRC. As a part of this service, the NRC requires electrostatic copying services be provided at that location so documents can be obtained by the public and mail requests can be satisfied.

### 2. SCOPE OF WORK

#### a. General

The Contractor shall furnish all labor, equipment, materials; and supplies to provide reproduction services to the public consisting of hardcopy to hardcopy duplication: microform to hardcopy duplication, and microform to microform duplication. Electrostatic copying services as may be required hereunder shall consist of 1) picking up documents from a designated table, 2) filling orders for documents as listed on order forms by identifying paper clipped pages in file folders, 3) copying and duplicating or producing blowbacks from microfiche, 4) collating, 5) stapling pages, 6) selling the documents requested, and 7) returning the original documents to the PDR.

b. Contract Alternatives

Offerors are required to submit bids by developing price quotations to be provided on the four alternative schedules in Article I.

The scope of the bids shall be as follows:

- . A unit price bid (one price) for reproduction of paper and microfiche to paper as listed in Item I of Schedule I. This bid shall be based on the return of all original items by the Contractor to a central location in the vicinity of the records retention area.
  
- . A unit price bid (one price) for the reproduction of paper and microfiche to paper as listed in Item 1 of Schedule II. This bid shall be based on the return of original individual hardcopy documents to specific locations in the records retention area and integration into the file collection by the Contractor and return of original microforms to a central location in the vicinity of the records retention area.
  
- . Individual price bids (separate prices) for reproduction of paper and microfiche to paper reproduction as listed in Item 1 of Schedule III. This bid shall be based on the return of all original items to a central location in the vicinity of the records retention area.

- . Individual price bids (separate prices) for reproduction of paper and microfiche to paper as listed in Item I of Schedule IV. This bid shall be based on the return of original individual hardcopy documents to specific locations in the records retention area and integration into the file collection by the Contractor and the return of original microforms to a central location in the vicinity of the records retention area.

It should be noted that individual price bids (separate prices) for reproduction services of material listed in Items 2 through 8 shall be the same on all schedules. Details of the procedures involving the return of items to the PDR by the contractor and how they relate to the reproduction service will be described in Section 5.

3. TYPES OF REPRODUCTION SERVICES TO BE PERFORMED

a. General

All machines used for the performance of this contract shall be of such quality and routinely maintained so as to eliminate frequent periods of inoperability and meet the standards set forth below.

All machines installed on-site in the PDR shall be used exclusively for reproduction work performed for NRC PDR customers.

b. Hardcopy to Hardcopy Duplication

Contractor furnished on-site equipment shall have the capability of duplicating 8 1/2" x 11" and 8 1/2" x 14" documents. All duplicated work shall be properly collated and be in black image on white bond paper. The Contractor shall also have the capability to provide offsite duplication of both blueprints and blue/line or black/line engineering drawings ranging from sizes A - E. For drawings 24" in width or less, the Contractor shall use the xerographic process (Xerox 2080 or comparable) and offer reduced size and full-size prints on white bond paper. For drawings exceeding 24" in width, the Contractor shall offer full-size prints using the photographic process. All hardcopy reproduction provided to the public shall be clearly legible, text-oriented, centered on the sheet, reflect

uniform density throughout the image, and be free from any excessive background or toning. Any copies failing to conform to these standards shall be replaced by the contractor free of charge.

If documents requested for reproduction are not legible or reproducible, the Contractor shall bring such documents to the attention of the NRC authorized representative, PDR, prior to fulfillment of the customer's order.

c. Microform to Hardcopy Duplication ("Blowbacks")

The Contractor shall have offsite capabilities for blowbacks from source-document microform to hardcopy.

The microforms to be blowback consist of second generation aperture cards and silver, first or second generation microfiche, with the following reduction ratios: 20X 60 and 72-frame microfiche, 24X 98-frame, and 48x 364-frame microfiche. The percentages shown on Schedules III and IV (individual pricing) are based on past performance and are for guidance only and are not guaranteed. It is estimated that the number of blowbacks will be higher for Schedules I and II (unit pricing); this information is for guidance only and is not guaranteed. All microfiche blowback duplication shall be properly collated, stapled, in black image on white bond paper, and meet the standards set forth in Section 3b. All aperture card blowback duplication shall be provided in both full-sized



prints and reduced 18" x 24" sized prints. Any blowbacks failing to conform to established standards shall be replaced by the Contractor free of charge.

d. Microform to Microform Duplication

The Contractor shall have off-site capabilities to make third generation diazo duplicates of second generation aperture cards and microfiche or first generation diazo duplicates of silver microfiche. Medium contrast film shall be used in microform duplication.

Image resolution loss of third generation diazo duplicates shall not be more than one pattern of the NBS Resolution Test Target of the second generation microforms; there shall be no more than 20 percent loss of background density; and the base plus clear area shall remain the same.

Diazo duplicates of microfiche shall be on a 5 mil thick, clear, polyester base and shall be placed in individual plain protective envelopes for customers.

All duplicated microforms shall be free of scratches, holes, tears, fingerprints, dirt, dust or any other defect that would adversely affect their usability.

Any duplicated microforms failing to conform to these standards shall be replaced by the Contractor free of charge.

4. CONTRACTOR FURNISHED EQUIPMENT AND MANPOWER FOR REPRODUCTION SERVICES

a. On-site Duplicating Services

The Contractor shall install, maintain and operate on-site in Rm. 155 (or an adjacent room), PDR, a minimum of one (1) high-speed, electrostatic copying machine with automatic sort, feed, and reduction capabilities. An additional manned electrostatic copying machine is to be installed and operated by the Contractor on an as-needed basis to meet the processing schedule established in the contract. Recent contractors have found it useful to have two machines. In addition, the Contractor shall install and maintain one self-service coin-operated electrostatic copying machine in the Public Reading Room, PDR, that can reproduce both 8 1/2" x 11" and 8 1/2" x 14" sized documents.

The Contractor may install at his option a table model microfiche duplicating machine on-site to meet the processing schedule established in the contract.

The Contractor shall be responsible for furnishing sufficient quantities of bond paper, paperclips, staplers, film, collating bins, carts to transport documents, a telephone, a date-time stamp machine, and all other equipment and supplies that are necessary for providing reproduction services for the public.

A minimum of one (1) operator shall be on duty (lunch time must be covered) at the PDR, Room 155 or adjacent room, during normal Government business hours from 8:30 a.m. to 5:00 p.m. Additional personnel are to be provided by the Contractor on an as-needed basis to meet the processing schedule established in this contract.

Due to the heavy volume of work routinely received from 1:00 p.m. to 5:00 p.m., the Contractor may find it necessary to regularly schedule reproduction work during the evening hours. The Contractor may use either on-site or off-site reproduction facilities after duty hours, but all work taken out of the facility shall be removed no earlier than 3:30 p.m., and returned the following workday no later than 9:30 a.m., unless special arrangements are made with the NRC authorized representative based on the performance schedule. Requirements on how orders shall be filled and processed are specified in section #5.

b. Off-site Duplicating Services

The Contractor shall have the resources available at his disposal either at his site or in the D.C. Metropolitan Area for off-site duplication of all types of services specified in section #3. He shall be responsible for all film, paper, supplies, equipment and transportation as may be required to provide these services to the public.

The Contractor shall arrange for at least one pickup each day, or however many may be required to meet the performance schedule,

of customer orders for blowback and microform duplication services. Orders are to be picked up from copying machine operators who shall be responsible for gathering orders during the course of the business day.

5. DOCUMENT ORDERS AND PROCESSING

All requests, either telephone, written or oral, to the Commission from the public for reproduction services shall be directed to the Commission's PDR in Washington, D.C.

a. Placement of Document Orders

The public, or a PDR staff member acting as a representative of the public, shall assume the following responsibilities in ordering documents: for hardcopy reproduction requests, the requester shall paperclip (or rubber band for large numbers of pages) those documents, or pages of documents, in file folders he/she wants reproduced; in addition, the requester shall complete an NRC furnished hardcopy reproduction document request form (attachment <sup>6</sup>6) and paperclip this form to his/her order; for blowback reproduction requests, the requester shall complete an NRC-furnished blowback reproduction document request form (attachment <sup>7</sup>7), identifying on a grid sheet those pages to be blownback to hardcopy, and paperclip this form to his/her order; for diazo duplicate reproduction requests, the requester shall complete an NRC-furnished microform reproduction request form (attachment <sup>8</sup>8), identifying the microform

numbers of those microforms to be duplicated, and paperclip this form to his/her order. The three forms are legal size and carbonless. The tripartite forms contain copies for the requester, recipient, and Contractor. All orders by the public shall be time and date stamped prior to placement on clearly, identifiable reproduction pick-up tables in the Public Reading Room.

b. Processing Orders

At least every half hour on work days, the operators shall pick up reproduction request orders and transport them approximately 125 feet to Room 155, or an adjacent room, lobby level, of the building where the Contractor's copying equipment shall be installed. In the past, an average pick up consisted of 20 items including one microform packet. The Contractor shall disassemble, copy restaple, and reassemble the file folders in exact order 98 percent of the time. The copies made shall be assembled, collated, and stapled (if the original document was stapled). Upon completion of an order, the Contractor shall time and date stamp the order and shall record the number of pages copied on the order form. Satisfactory performance will be judged on the timeliness of the Contractor's response to these orders. See Section 7 for required turnaround times. Any orders of unmanageable size should be brought to the attention of the NRC authorized representative prior to processing.

c. Documents Requested by Letters

Document orders placed on the pickup table may have an attached letter (with a PDR assigned log number) from a member of the public in lieu of the formal reproduction form. When the requester's letter is received with the item(s), the letter shall be copied and the copy attached to the items to be mailed or shipped. In addition, the original requester's letter shall be marked with the number of pages, microfiche or aperture cards sent to the customer and date-time stamped to indicate when the items were deposited for mailing or shipping within the time limitations listed in Section #7. The original requester's letter shall be returned to the PDR on or before the workday following the mailing day. Satisfactory performance will be judged on the timeliness of the Contractor's response to these orders and in following the preceding procedures for request letter items.

d. Return of Original Documents

When reproduction orders are completed, original documents shall be returned by the Contractor to the PDR. For orders completed on-site, documents are to be returned on a flow basis during the day as new orders are being picked up from the PDR Reading Room. For orders completed off-site, hardcopy documents shall be returned to the on-site location by 9:30 a.m. the following business day unless special arrangements are made with the NRC authorized representative based on the performance schedule in Section 7; microform documents and engineering drawings shall be returned to the on-site location according to the established performance schedule; the documents are then returned on a flow basis.

As outlined in Section 2b. the offerors shall submit separate Schedules based on the scope of work related to the pricing and the return of documents to the PDR. For the accepted bid Schedule, the Contractor shall perform one of the following actions for returning documents:

- . For Schedules I or III, original documents, paper and microform, shall be returned by the Contractor to one central location in the vicinity of the records retention area.

- . For Schedules II or IV, individual original paper documents shall be returned by the Contractor to specific locations in the records retention area and integrated into the file collection; Contractor personnel shall perform the integration at a 98% accuracy rate. Microforms shall be returned to a central location in the vicinity of the records retention area.

6. BILLING PROCEDURES AND REIMBURSEMENT FOR SERVICES RENDERED

The Contractor shall process all requests for reproduction services and shall prepare an invoice for each order processed. All pick up orders processed on-site or off-site shall be distributed with a copy of the reproduction request form, and payment collected, by the Contractor in Room 155, or an adjacent room, of the PDR. The prices set forth in the schedule shall be the prices billed PDR customers.

All mail service orders shall be shipped or mailed and accompanied by a Contractor-prepared invoice and a copy (when one exists) of the reproduction

request form and the requester's letter. The prices set forth in the schedule shall be the prices billed PDR customers. The price schedule includes handling and materials for wrapping in conformance with standard commercial practice to insure arrival in good condition. Unless otherwise requested by customers, requests will be shipped or mailed by the U.S. Postal Service and will conform to Postal Service regulations; however, bulky items may be shipped by United Parcel Service; these shipping or mailing costs are to be prepaid by the Contractor and added as a separate item on the invoice. Upon request by the customer for special packing materials and handling or special delivery service, the Contractor will honor this request; these costs are to be prepaid by the Contractor and added as separate items on the invoice.

In the event that a requester fails to reimburse the Contractor for reproduction services performed, the Contractor may refuse to honor any requests from the offending individual or firm until the outstanding bill is paid. However, the Contractor shall provide notification to the NRC authorized representative of any requests for which payment has not been received before refusing to honor a request. The NRC will notify the requester of his/her outstanding bill and the attendant consequences but will not be responsible for the collection or payment of such bills. Infrequently, there may be mistakes by PDR personnel in completing requests for a user; this cost shall be absorbed by the Contractor.



7. PERFORMANCE OF REPRODUCTION SERVICES SCHEDULE

The Contractor shall perform the services requested by the ordering party in accordance with the following delivery schedule, measured from the time an order is time and date stamped by the requester and placed at the designated pick-up point in the PDR Public Reading Room until the time the Contractor records the time and date stamp on the completed order. Hours refer to clock hours. For pickup requests, the Contractor is required to make the order available for distribution in the PDR. For mail requests, the Contractor is required to mail or ship at least once each business day. All items shall be processed in sequence of receipt as indicated by the time and date stamp.

a. Hardcopy Duplication Requests

This schedule pertains to when duplication work shall be completed for all hardcopy originals.

- 1) Orders of 1-200 pages shall be processed within four (4) hours.
- 2) Orders of 201-1,000 pages shall be processed within twenty-four (24) hours.

- 3) Orders exceeding 1,000 pages shall be processed in accordance with the following schedule: 12 hours for each additional 1,000 pages.
  
- 4) Orders of 1-25 outsized documents or engineering drawings (both blueprints and blue-line or blackline drawings) shall be processed within seventy-two (72) hours. For each additional 25 outsized documents or engineering drawings in an order there will be an additional 72 hours allotted, i.e., 50 drawings in 144 hours. This schedule pertains to subcategories a and b.
  - a. Reduced and full-sized prints of drawings up to 24" in width and 44" in length using the xerographic process.
  
  - b. Full-sized prints of drawings exceeding 24" in width using the photographic process.
  
- b. Microform to Hardcopy Duplication ("Blowbacks")

This schedule pertains to requests for blowbacks of source-document microfiche in 20x 60 or 72-frames; 24x 98-frames; and 48x 364-frames, and full-size and reduced size (18" x 24") prints from aperture cards.

- 1) Orders of 1-1,000 pages shall be processed within twenty-four (24) hours.

- 2) Orders exceeding 1,000 pages shall be processed in accordance with the following schedule: 12 hours for each additional 1,000 pages.
- 3) Orders of 1-50 drawings from aperture cards shall be processed within seventy-two (72) hours.
- 4) Orders exceeding 50 drawings shall be processed in accordance with the following schedule: 72 hours for each additional 50 drawings, i.e., 100 drawings in 144 hours.

c. Microform to Microform Duplication

This schedule pertains to requests for diazo duplicates of aperture cards or microfiche.

- 1) Orders of 1-100 microfiche shall be processed within eight (8) hours.
- 2) Orders exceeding 100 microfiche shall be processed in accordance with the following schedule: 8 hours for each additional 100 microfiche, i.e., 200 microfiche in 16 hours.
- 3) Orders of 1-50 aperture cards shall be processed within twenty-four (24) hours.

- 4) Orders exceeding 50 apertures shall be processed in accordance with the following schedule: 24 hours for each additional 50 apertures, i.e., 100 apertures in 48 hours.

All orders shall be both time and date stamped upon their completion by the Contractor. Any time it appears that the documents ordered cannot be delivered within the time specified the Contractor shall notify the ordering party explaining the reason for delay and the expected time of delivery. A copy of such notification shall be sent to the NRC authorized representative. The Contractor shall maintain a file of all reproduction request orders and, upon request by the PDR, shall provide request forms for whatever time frame the NRC authorized representative designates.

#### 8. BACK-UP EQUIPMENT

If at any time during the performance of work under this contract, Contractor installed equipment fails to operate, the Contractor shall immediately place a service call with the Vendor, and make every attempt to make the machine operable as quickly as possible. If the volume of requests increases to such an extent that the Contractor cannot meet the performance schedule during normal business hours, he shall arrange for back-up, overnight duplication of the outstanding requests and notify the NRC authorized representative.

9. STATISTICAL REPORTS

Each month the Contractor shall provide the NRC authorized representative with a monthly report on reproduction services (attachment 4) performed for the public consisting of: number of hardcopy to hardcopy pages processed on-site by operators; number of hardcopy to hardcopy pages processed off-site; number of hardcopy to hardcopy pages processed on-site on coin-op machine; total number of pages processed for hardcopy to hardcopy duplication; number of square feet of outsized documents and engineering drawings, by type; number of microfiche duplicated; number of aperture cards duplicated; number of 20x page blowbacks; number of 24x page blowbacks; number of 48x page blowbacks; total number of blowback pages; number of aperture cards blowbacks, by type; number of 10 CFR 9.7 orders processed; and number of orders processed.

10. GOVERNMENT-FURNISHED PROPERTY

The NRC shall furnish the Contractor, for use in connection with the performance of this contract, the following:

- a. Sufficient space for maximum of two (2) Contractor copying machines and one (1) Contractor desk top microfiche duplicating machine to be located at a place within the PDR (presently in Rm. 155) designated by the Contracting Officer or his authorized representative.
- b. Sufficient space for self service copying machine.

- c. Two hundred and twenty (220) volt thirty (30) amp outlets and electricity necessary for operation of the operator manned machine(s) and 110/120 volt outlets and electricity necessary for operation of the self-service copier and one table model microfiche duplicator (if the Contractor desires to have one on-site).
  
- d. Space and tables (or shelving units) for collating, distributing, and storing orders in process. All other equipment and supplies necessary for completion of the task shall be furnished by the Contractor and shall be adequate to perform the task.
  
- e. Document Request Forms for all types of reproduction services.  
(See attachments 1, 2, and 3.)

11. COMMENCEMENT OF PERFORMANCE

The Contractor shall be prepared to commence performance of the services specified herein within twenty-one (21) calendar days after the date of receipt of the contract award.

12. PRIVATE USE OF CONTRACT INFORMATION AND DATA

Except as specifically authorized by this contract, or as otherwise approved by the Contracting Officer, information and other data developed or furnished to the Contractor in the performance of this contract, shall be used only in connection with the work under this contract.

13. SUCCESSOR CONTRACT

Upon completion of the contract, if the Contractor is succeeded by another Contractor, all property of the Contractor shall be removed from the PDR within twenty-four (24) hours after the expiration of the contract term. The Government shall inform the Contractor of the new contract award at least fourteen (14) calendar days in advance so that the Contractor may make arrangements for removal of his equipment and supplies from the site.

ARTICLE III - PERIOD OF PERFORMANCE

The period of performance for work set forth herein is one (1) year from contract effective date.

ARTICLE IV - DELIVERY

The items required by ARTICLE I shall be delivered in accordance with the Statement of Work herein.

ARTICLE V - PLACE OF DELIVERY

The items required hereunder shall be delivered to the address set forth in the request.

ARTICLE VI - TOTAL AMOUNT OF CONTRACT

The estimated fixed price amount of this contract for the delivery and acceptance of the items stipulated in ARTICLE I is \$ \*

ARTICLE VII - INSPECTION AND REVIEW OF WORK

A. Prior to Delivery

The Nuclear Regulatory Commission reserves the right to make periodic on-site inspections in accordance with the General Provision, entitled "Inspection." It shall be expressly understood that such inspections shall not constitute acceptance by the Government of any part of the work, but shall be for the purpose of providing coordination and technical guidance in interpretation of technical requirements.

B. After Delivery

1. Inspection, rejection and acceptance are subject to the decision of the Project Officer (PO) or the requester.
2. Upon receipt of the deliverable items, the PO or requester may inspect the items for compliance with the specifications contained herein.
3. Acceptance or rejection of the deliverable items may be made in writing by the PO within fifteen (15) calendar days after receipt of said deliverable items from the contractor to the requester. In the event of rejection of any portion of the work, completion of corrected items shall be received within 3 calendar days after receipt of notice of rejection. Final acceptance shall be made in writing only after the work has been corrected to the extent that it conforms to the specifications contained herein and has been approved by the PO or requester. The contractor shall be notified of final acceptance within 5 calendar days after receipt of the corrected items.

\*To be incorporated into any resultant contract.



## ARTICLE VIII - PROJECT OFFICER

\* \_\_\_\_\_ is hereby designated as the Contracting Officer's authorized representative (hereinafter called Project Officer) for technical aspects of this contract. The Project Officer is not authorized to approve or request any action which results in or could result in an increase in contract cost; or terminate, settle any claim or dispute arising under the contract; or issue any unilateral directive whatever.

The Project Officer is responsible for: (1) monitoring the contractor's technical progress, including surveillance and assessment of performance, and recommending to the Contracting Officer changes in requirements; (2) interpreting the scope of work; (3) performing technical evaluation as required; (4) performing technical inspections and acceptances required by this contract; and (5) assisting the contractor in the resolution of technical problems encountered during performance. Within the purview of this authority, the Project Officer is authorized to review all costs requested for reimbursement by contractors and submit recommendations for approval, disapproval, or suspension for supplies, services required under the contract. The Contracting Officer is responsible for directing or negotiating any changes in terms, conditions, or amounts cited in the contract.

For guidance from the Project Officer to the contractor to be valid, it must: (1) be consistent with the description of work set forth in the contract; (2) not constitute new assignment of work or change to the expressed terms, conditions or specifications incorporated into this contract; (3) not constitute a basis for an extension to the period of performance or contract delivery schedule; and, as stated above, (4) not constitute a basis for any increase in the contract cost.

## ARTICLE IX - SERVICE CONTRACT ACT WAGE DETERMINATION

The following U.S. Department of Labor Wage Determination Register is hereby incorporated by reference and attached hereto.

Wage Determination

Date \*

## ARTICLE X - OPTION TO EXTEND THE PERIOD OF PERFORMANCE

This contract may be extended for a period of one (1) year at the unit prices set forth under Article I at the option of the Government by the Contracting Officer giving written notice of the Government's exercise of such option to the Contractor not later than the last day of the term of the Contract; provided that such notice shall have no effect if given less than thirty (30) days prior to the Contracting Officer has given preliminary written notice of an intent to exercise such option at least thirty (30) days prior to the last day of the term of the contract, (such preliminary notice shall not be construed as an exercise of the option, and will not bind the Government to exercise the option). If the Government exercises such option, the total duration of this contract, including the exercise of any option under this clause, shall not exceed two (2) years.

\*To be incorporated into any resultant contract.

ARTICLE XI - PRIVATE USE AND PROTECTION OF UNCLASSIFIED GOVERNMENT INFORMATION

- A. Except as specifically authorized by this contract, or as otherwise approved by the Contracting Officer, records or other information, documents and material furnished by the Commission to the contractor in the performance of this contract, or information developed by the contractor in the course of the work hereunder, shall be used only in connection with the work performed under this contract. The contractor shall, upon completion or termination of this contract, transmit to the Commission all records or other information, documents and material, and any copies thereof, furnished by the Commission to the contractor or developed by the contractor in the performance of this contract.
- B. The contractor shall be responsible for safeguarding from unauthorized disclosure any information or other documents and material exempt from public disclosure by the Commission's regulations and made available to the contractor in connection with the performance of work under this contract. The contractor agrees to conform to all regulations, requirements, and directions of the Commission with respect to such material.
- C. The contractor's duties under this clause shall not be construed to limit or affect in any way the contractor's obligation to conform to all security regulations and requirements of the Commission pertaining to classified information and material.

ARTICLE XII - EXCLUSIVE RIGHT

- A. The Contractor shall have the "exclusive right" to sell duplicate copies of those Commission records in microform and "hardcopy" form as requested by the public from the NRC Public Document Room (PDR.) "Hardcopy" is defined as documents on paper, in single sheets, books, booklets or filed in file folders capable of being reproduced by traditional copying machine technology. "Hardcopy" does not include color reproduction.
- B. The exclusive right of the Contractor shall be construed to mean that no other Contractor will be awarded a competing contract for microform or "hardcopy" reproduction in the PDR. It shall not be construed to limit the right of the Commission or someone operating on behalf of the Commission to take any action with respect to making microform or "hardcopy" copies for itself, other agencies, or the public as it seems necessary or desirable. The Commission reserves the right to make available microform or "hardcopy" copies of documents of a non-routine character to other Government agencies for publication or sale to the public. The Commission reserves the right to distribute copies of official notices and decisions at the time of issuance for public information purposes. In addition, the Commission may solicit and award a contract for the reproduction of color or other than microform and "hardcopy" documents at a later date. This contract will in no way preclude bidding for, or being awarded, future procurements for other than microform and "hardcopy" reproduction. This contract does not in any way limit the right of the public to inspect Commission records or to extract therefrom whatever information may be desired."

ARTICLE XIII - SUBCONTRACTS FOR WORK OR SERVICES

No contract shall be made by the Contractor with any other party for furnishing any of the work or services required herein without the prior written approval of the Contracting Officer. This provision shall not be construed, however, as requiring the prior approval of contracts of employment between the Contractor and personnel assigned by the Contractor to provide services hereunder.

ARTICLE XIV - ALTERATIONS IN CONTRACT

The following alterations have been in the General Provisions of this contract:

FPR Changes and NRC Additions to Standard Form 32, General Provisions attached hereto and forming a part of this contract, is further modified as follows:

<u>Clause Deleted</u>	<u>Clause Substituted</u>	<u>Title</u>
12	44	Disputes
22	41	Utilization of Labor Surplus Area Concerns
32	None	Preference for U.S. Flag Air Carriers

ARTICLE XV - ADDITIONAL PROVISIONS AND CLAUSES

The following additional provisions and clauses, if checked, which are attached or incorporated herein by reference will form a part of any resulting contract unless otherwise noted:

<u>No.</u>	<u>Title</u>	<u>Date</u>
	<input checked="" type="checkbox"/> Utilization of Women-Owned Business Concerns	
48	<input checked="" type="checkbox"/> Service Contract Act of 1965, As Amended	1965
	<input checked="" type="checkbox"/> Government-Furnished Property (short form)	

PART IV

LIST OF ATTACHMENTS

NRC Contractor Organizational Conflicts of Interest (41 CFR Part 20)	Attachment <u>1</u>
NRC Organization Chart	Attachment <u>2</u>
General Provisions	Attachment <u>3</u>
Wage Determination No.	Attachment <u>4</u>
Dated	
Billing Instructions for Fixed Price Contracts & Purchase Orders	Attachment <u>5</u>
Document Duplication Request	Attachment <u>6</u>
Microform Blowback Request	Attachment <u>7</u>
Microform Duplication Request	Attachment <u>8</u>
Monthly Statistics Report	Attachment <u>9</u>

NOTE: The attached Wage Determination is temporary and should be used as a guide. The current Wage Determination will be incorporated by amendment.

PART 20-1 -- GENERAL

Subpart 20-1.54--Contractor Organizational Conflicts of Interest

Sec.	
20-1.5401	Scope and policy.
20-1.5402	Definitions.
20-1.5403	Criteria for recognizing contractor organizational conflicts of interest.
20-1.5404	Representation.
20-1.5405	Contract clauses.
20-1.5405-1	General contract clause.
20-1.5405-2	Special contract provisions.
20-1.5406	Evaluation, findings, and contract award.
20-1.5407	Conflicts identified after award.
20-1.5408	(Reserved)
20-1.5409	(Reserved)
20-1.5410	Subcontractors.
20-1.5411	Waiver.
20-1.5412	Remedies.

AUTHORITY: Sec. 8, Pub. L. 95-601, adding Sec. 170A to Pub. L. 83-703, 68 Stat. 919, as amended (42 U.S.C. ch. 14)

§20-1.5401 Scope and Policy

(a) It is the policy of the U.S. Nuclear Regulatory Commission (NRC) to avoid, eliminate or neutralize contractor organizational conflicts of interest. The NRC achieves this objective by requiring all prospective contractors to submit information describing relationships, if any, with organizations or persons (including those regulated by NRC) which may give rise to actual or potential conflicts of interest in the event of contract award.

(b) Contractor conflict of interest determinations cannot be made automatically or routinely; the application of sound judgment on virtually a case-by-case basis is necessary if the policy is to be applied so as to satisfy the overall public interest. It is not possible to prescribe in advance a specific method or set of criteria which would serve to identify and resolve all of the contractor conflict of interest situations which might arise; however, examples are provided in these regulations to guide application of the policy. NRC contracting and program officials must be alert to other situations which may warrant application of this policy guidance. The ultimate test is: Might the contractor, if awarded the contract, be placed in a position where its judgment may be biased, or where it may have an unfair competitive advantage?

(c) The conflict of interest rule contained in this subpart applies to contractors and offerors only. Individuals or firms who have other relationships with NRC (e.g., parties to a licensing proceeding) are not covered by this regulation. This rule does not apply to the acquisition of consulting services through the personnel appointment process, NRC

agreements with other government agencies, international organizations, or state, local or foreign governments; separate procedures for avoiding conflicts of interest will be employed in such agreements, as appropriate.

#### §20-1.5402 Definitions

(a) "Organizational conflicts of interest" means that a relationship exists whereby a contractor or prospective contractor has present or planned interests related to the work to be performed under an NRC contract which: (1) May diminish its capacity to give impartial, technically sound, objective assistance and advice or may otherwise result in a biased work product, or (2) may result in its being given an unfair competitive advantage.

(b) "Research" means any scientific or technical work involving theoretical analysis, exploration, or experimentation.

(c) "Evaluation activities" means any effort involving the appraisal of a technology, process, product, or policy.

(d) "Technical consulting and management support services" means internal assistance to a component of the NRC in the formulation or administration of its programs, projects, or policies which normally require the contractor to be given access to information which has not been made available to the public or proprietary information. Such services typically include assistance in the preparation of program plans; and preparation of preliminary designs, specifications, or statements of work.

(e) "Contract" means any contract, agreement, or other arrangement with the NRC except as provided in Section 20-1.5401(c).

(f) "Contractor" means any person, firm, unincorporated association, joint venture, co-sponsor, partnership, corporation, affiliates thereof, or their successors in interest, including their chief executives, directors, key personnel (identified in the contract), proposed consultants or subcontractors, which is a party to a contract with the NRC.

(g) "Affiliates" means business concerns which are affiliates of each other when either directly or indirectly one concern or individual controls or has the power to control another, or when a third party controls or has the power to control both (41 CFR §1-1.606-1(e)).

(h) "Subcontractor" means any subcontractor of any tier which performs work under a contract with the NRC except subcontracts for supplies and subcontracts in amounts of \$10,000 or less.

(i) "Prospective contractor" or "offeror" means any person, firm, unincorporated association, joint venture, partnership, corporation, or affiliates thereof, including its chief executive, directors, key personnel (identified in the proposal), proposed consultants, or subcontractors, submitting a bid or proposal, solicited or unsolicited, to the NRC to obtain a contract.

(j) "Potential conflict of interest" means that a factual situation exists that suggests (indicates) that an actual conflict of interest may arise from award of a proposed contract. The term "potential conflict of interest" is used to signify those situations which merit investigation prior to contract award in order to ascertain whether award would give rise to an actual conflict or which must be reported to the contracting officer for investigation if they arise during contract performance.

§ 20-1.5403 Criteria for recognizing contractor organizational conflicts of interest

(a) General. Two questions will be asked in determining whether actual or potential organizational conflicts of interest exist: (1) Are there conflicting roles which might bias a contractor's judgment in relation to its work for the NRC? (2) May the contractor be given an unfair competitive advantage based on the performance of the contract? The ultimate determination by NRC as to whether organizational conflicts of interest exist will be made in light of common sense and good business judgment based upon the relevant facts disclosed and the work to be performed. While it is difficult to identify and to prescribe in advance a specific method for avoiding all of the various situations or relationships which might involve potential organizational conflicts of interest, NRC personnel will pay particular attention to proposed contractual requirements which call for the rendering of advice, consultation or evaluation activities, or similar activities that lay direct groundwork for the NRC's decisions on regulatory activities, future procurements, and research programs.

(b) Situations or relationships which may give rise to organizational conflicts of interest. (1) The offeror or contractor shall disclose information concerning relationships which may give rise to organizational conflicts of interest under the following circumstances:

(i) Where the offeror or contractor provides advice and recommendations to the NRC in a technical area in which it is also providing consulting assistance in the same area to any organization regulated by the NRC.

(ii) Where the offeror or contractor provides advice to the NRC on the same or similar matter in which it is also providing assistance to any organization regulated by the NRC.

(iii) Where the offeror or contractor evaluates its own products or services, or the products or services of another entity where the offeror or contractor has been substantially involved in their development or marketing.

(iv) Where the award of a contract would otherwise result in placing the offeror or contractor in a conflicting role in which its judgment may be biased in relation to its work for the NRC or may otherwise result in an unfair competitive advantage for the offeror or contractor.

(2) The contracting officer may request specific information from an offeror or contractor or may require special contract provisions such as provided in §20-1.5405-2 in the following circumstances:

(i) Where the offeror or contractor prepares specifications which are to be used in competitive procurements of products or services covered by such specifications.

(ii) Where the offeror or contractor prepares plans for specific approaches or methodologies that are to be incorporated into competitive procurements using such approaches or methodologies.

(iii) Where the offeror or contractor is granted access to information not available to the public concerning NRC plans, policies, or programs which could form the basis for a later procurement action.

(iv) Where the offeror or contractor is granted access to proprietary information of its competitors.

(v) Where the award of a contract might otherwise result in placing the offeror or contractor in a conflicting role in which its judgment may be biased in relation to its work for the NRC or may otherwise result in an unfair competitive advantage for the offeror or contractor.

(c) Policy application guidance. The following examples are illustrative only and are not intended to identify and resolve all contractor organizational conflict of interest situations. (1) Example. The XYZ Corp., in response to a request for proposal (RFP), proposes to undertake certain analyses of a reactor component as called for in the RFP. The XYZ Corp. is one of several companies considered to be technically well qualified. In response to the inquiry in the RFP, the XYZ Corp. advises that it is currently performing similar analyses for the reactor manufacturer.

Guidance. An NRC contract for that particular work normally would not be awarded to the XYZ Corp. because it would be placed in a position in which its judgment could be biased in relationship to its work for NRC. Since there are other well-qualified companies available, there would be no reason for considering a waiver of the policy.

(2) Example. The ABC Corp., in response to a RFP, proposes to perform certain analyses of a reactor component which are unique to one type of advanced reactor. As is the case with other technically qualified companies responding to the RFP, the ABC Corp. is performing various projects for several different utility clients. None of the ABC Corp. projects have any relationship to the work called for in the RFP. Based on the NRC evaluation, the ABC Corp. is considered to be the best qualified company to perform the work outlined in the RFP.



Guidance. An NRC contract normally could be awarded to the ABC Corp. because no conflict of interest exists which would motivate bias with respect to the work. An appropriate clause would be included in the contract to preclude the ABC Corp. from subsequently contracting for work during the performance of the NRC contract with the private sector which could create a conflict. For example, ABC Corp. would be precluded from the performance of similar work for the company developing the advanced reactor mentioned in the example.

(3) Example. As a result of operating problems in a certain type of commercial nuclear facility, it is imperative that NRC secure specific data on various operational aspects of that type of plant so as to assure adequate safety protection of the public. Only one manufacturer has extensive experience with that type of plant. Consequently, that company is the only one with whom NRC can contract which can develop and conduct the testing programs required to obtain the data in reasonable time. That company has a definite interest in any NRC decisions that might result from the data produced because those decisions affect the reactor's design and thus the company's costs.

Guidance. This situation would place the manufacturer in a role in which its judgment could be biased in relationship to its work for NRC. Since the nature of the work required is vitally important in terms of NRC's responsibilities and no reasonable alternative exists, a waiver of the policy may be warranted. Any such waiver shall be fully documented and coordinated in accordance with the waiver provisions of this policy with particular attention to the establishment of protective mechanisms to guard against bias.

(4) Example. The ABC Co. submits a proposal for a new system for evaluating a specific reactor component's performance for the purpose of developing standards that are important to the NRC program. The ABC Co. has advised NRC that it intends to sell the new system to industry once its practicability has been demonstrated. Other companies in this business are using older systems for evaluation of the specific reactor component.

Guidance. A contract could be awarded to the ABC Co. provided that the contract stipulates that no information produced under the contract will be used in the contractor's private activities unless such information has been reported to NRC. Information which is reported to NRC by contractors will normally be disseminated by NRC to others so as to preclude an unfair competitive advantage that might otherwise accrue. When NRC furnishes information to the contractor for the performance of contract work, it shall not be used in the contractor's private activities unless such information is generally available to others. Further, the contract will stipulate that the contractor will inform the NRC contracting officer of all situations in which the information developed under the contract is proposed to be used.

(5) Example. The ABC Corp., in response to a RFP proposes to assemble a map showing certain seismological features of the Appalachian fold belt. In accordance with the representation in the RFP and §20-1.5403(b)(1)(i), ABC Corp. informs the NRC that it is presently doing seismological studies for several utilities in the Eastern United States but none of the sites are within the geographic area contemplated by the NRC study.

Guidance. The contracting officer would normally conclude that award of a contract would not place ABC Corp. in a conflicting role where its judgment might be biased. The work for others clause of §20-1.5405-1(c) would preclude ABC Corp. from accepting work during the term of the NRC contract which could create a conflict of interest.

(d) Other considerations. (1) The fact that the NRC can identify and later avoid, eliminate, or neutralize any potential organizational conflicts arising from the performance of a contract is not relevant to a determination of the existence of such conflicts prior to the award of a contract.

(2) It is not relevant that the contractor has the professional reputation of being able to resist temptations which arise from organizational conflicts of interest, or that a follow-on procurement is not involved, or that a contract is awarded on a competitive or a sole source basis.

#### §20-1.5404 Representation

(a) The following procedures are designed to assist the NRC contracting officer in determining whether situations or relationships exist which may constitute organizational conflicts of interest with respect to a particular offeror or contractor.

(b) Representation procedure. The following organizational conflicts of interest representation provision shall be included in all solicitations and unsolicited proposals for: (1) Evaluation services or activities; (2) technical consulting and management support services; (3) research; and (4) other contractual situations where special organizational conflicts of interest provisions are noted in the solicitation and would be included in the resulting contract. This representation requirement shall also apply to all modifications for additional effort under the contract except those issued under the "changes" clause. Where, however, a statement of the type required by the organizational conflicts of interest representation provision has previously been submitted with regard to the contract being modified, only an updating of such statement shall be required.

## ORGANIZATIONAL CONFLICTS OF INTEREST REPRESENTATION

I represent to the best of my knowledge and belief that:

The award to \_\_\_\_\_ of a contract or the modification of an existing contract does ( ) or does not ( ) involve situations or relationships of the type set forth in 41 CFR § 20-1.5403(b)(1).

(c) Instructions to offerors. The following shall be included in all NRC solicitations: (1) If the representation as completed indicates that situations or relationships of the type set forth in 41 CFR § 20-1.5403(b)(1) are involved, or the contracting officer otherwise determines that potential organizational conflicts exist, the offeror shall provide a statement in writing which describes in a concise manner all relevant facts bearing on his representation to the contracting officer. If the contracting officer determines that organizational conflicts exist, the following actions may be taken: (i) Impose appropriate conditions which avoid such conflicts, (ii) disqualify the offeror, or (iii) determine that it is otherwise in the best interest of the United States to seek award of the contract under the waiver provisions of § 20-1.5411.

(2) The refusal to provide the representation required by § 20-1.5404(b) or upon request of the contracting officer the facts required by § 20-1.5404(c), shall result in disqualification of the offeror for award. The nondisclosure or misrepresentation of any relevant interest may also result in the disqualification of the offeror for award; or if such nondisclosure or misrepresentation is discovered after award, the resulting contract may be terminated. The offeror may also be disqualified from subsequent related NRC contracts and be subject to such other remedial actions provided by law or the resulting contract.

(d) The offeror may, because of actual or potential organizational conflicts of interest, propose to exclude specific kinds of work from the statements of work contained in a RFP unless the RFP specifically prohibits such exclusion. Any such proposed exclusion by an offeror will be considered by the NRC in the evaluation of proposals. If the NRC considers the proposed excluded work to be an essential or integral part of the required work and its exclusion would work to the detriment of the competitive posture of the other offerors, the proposal must be rejected as unacceptable.

(e) The offeror's failure to execute the representation required by subsection (b) above with respect to invitation for bids will be considered to be a minor informality, and the offeror will be permitted to correct the omission.

§ 20-1.5405 Contract clauses

§ 20-1.5405-1 General contract clause

All contracts of the types set forth in § 20-1.5404(b) shall include the following clauses:

(a) Purpose. The primary purpose of this clause is to aid in ensuring that the contractor: (1) Is not placed in a conflicting role because of current or planned interest (financial, contractual, organizational, or otherwise) which relate to the work under this contract, and (2) does not obtain an unfair competitive advantage over other parties by virtue of its performance of this contract.

(b) Scope. The restrictions described herein shall apply to performance or participation by the contractor as defined in 41 CFR § 20-1.5402(f) in the activities covered by this clause.

(c) Work for others. Notwithstanding any other provision of this contract, during the term of this contract, the contractor agrees to forego entering into consulting or other contractual arrangements with any firm or organization, the result of which may give rise to a conflict of interest with respect to the work being performed under this contract. The contractor shall ensure that all employees who are employed full time under this contract and employees designated as key personnel, if any, under this contract abide by the provision of this clause. If the contractor believes with respect to itself or any such employee that any proposed consultant or other contractual arrangement with any firm or organization may involve a potential conflict of interest, the contractor shall obtain the written approval of the contracting officer prior to execution of such contractual arrangement.

(d) Disclosure after award. (1) The contractor warrants that to the best of its knowledge and belief and except as otherwise set forth in this contract, it does not have any organizational conflicts of interest, as defined in 41 CFR § 20-1.5402(a).

(2) The contractor agrees that if after award it discovers organizational conflicts of interest with respect to this contract, it shall make an immediate and full disclosure in writing to the contracting officer. This statement shall include a description of the action which the contractor has taken or proposes to take to avoid or mitigate such conflicts. The NRC may, however, terminate the contract for convenience if it deems such termination to be in the best interests of the government.

(e) Access to and use of information. (1) If the contractor in the performance of this contract obtains access to information, such as NRC plans, policies, reports, studies, financial plans, internal data protected by the Privacy Act of 1974 (Pub. L. 93-579), or data which has not been released to the public, the contractor agrees not to: (i) Use such information for any private purpose until the information has been released to the public; (ii) compete for work for the Commission based

on such information for a period of six (6) months after either the completion of this contract or the release of such information to the public, whichever is first, (iii) submit an unsolicited proposal to the government based on such information until one year after the release of such information to the public, or (iv) release the information without prior written approval by the contracting officer unless such information has previously been released to the public by the NRC.

(2) In addition, the contractor agrees that to the extent it receives or is given access to proprietary data, data protected by the Privacy Act of 1974 (Pub. L. 93-579), or other confidential or privileged technical, business, or financial information under this contract, the contractor shall treat such information in accordance with restrictions placed on use of the information.

(3) The contractor shall have, subject to patent and security provisions of this contract, the right to use technical data it produces under this contract for private purposes provided that all requirements of this contract have been met.

(f) Subcontracts. Except as provided in 41 CFR §20-1.5402(h), the contractor shall include this clause, including this paragraph, in subcontracts of any tier. The terms "contract," "contractor," and "contracting officer," shall be appropriately modified to preserve the government's rights.

(g) Remedies. For breach of any of the above proscriptions or for intentional nondisclosure or misrepresentation of any relevant interest required to be disclosed concerning this contract or for such erroneous representations as necessarily imply bad faith, the government may terminate the contract for default, disqualify the contractor from subsequent contractual efforts, and pursue other remedies as may be permitted by law or this contract.

(h) Waiver. A request for waiver under this clause shall be directed in writing through the contracting officer to the Executive Director for Operations (EDO) in accordance with the procedures outlined in §20-1.5411.

§ 20-1.5405-2 Special contract provisions.

(a) If it is determined from the nature of the proposed contract that organizational conflicts of interest exist, the contracting officer may determine that such conflict can be avoided or after obtaining a waiver in accordance with §20-1.5411, neutralized through the use of an appropriate special contract provision. If appropriate, the offeror may negotiate the terms and conditions of these clauses, including the extent and time period of any such restriction. These provisions include but are not limited to:

(1) Hardware exclusion clauses which prohibit the acceptance of production contracts following a related nonproduction contract previously performed by the contractor;

(2) Software exclusion clauses;

(3) Clauses which require the contractor (and certain of his key personnel) to avoid certain organizational conflicts of interest; and

(4) Clauses which provide for protection of confidential data and guard against its unauthorized use.

(b) The following additional contract clause may be included as section (i) in the clause set forth in § 20-1.5405-1 when it is determined that award of a follow-on contract would constitute an organizational conflict of interest.

(i) Follow-on effort. (1) The contractor shall be ineligible to participate in NRC contracts, subcontracts, or proposals therefor (solicited or unsolicited) which stem directly from the contractor's performance of work under this contract. Furthermore, unless so directed in writing by the contracting officer, the contractor shall not perform any technical consulting or management support services work or evaluation activities under this contract on any of its products or services or the products or services of another firm if the contractor has been substantially involved in the development or marketing of such products or services.

(2) If the contractor under this contract prepares a complete or essentially complete statement of work or specifications, the contractor shall be ineligible to perform or participate in the initial contractual effort which is based on such statement of work or specifications. The contractor shall not incorporate its products or services in such statement of work or specifications unless so directed in writing by the contracting officer, in which case the restriction in this subparagraph shall not apply.

(3) Nothing in this paragraph shall preclude the contractor from offering or selling its standard commercial items to the government.

§ 20-1.5406 Evaluation, findings, and contract award

The contracting officer will evaluate all relevant facts submitted by an offeror pursuant to the representation requirements of § 20-1.5404(b) and other relevant information. After evaluating this information against the criteria of § 20-1.5403, a finding will be made by the contracting officer whether organizational conflicts of interest exist with respect to a particular offeror. If it has been determined that conflicts of interest exist, then the contracting officer shall either:

(a) Disqualify the offeror from award,

- (b) Avoid or eliminate such conflicts by appropriate measures; or
- (c) Award the contract under the waiver provision of § 20-1.5411.

§ 20-1.5407 Conflicts identified after award.

If potential organizational conflicts of interest are identified after award with respect to a particular contractor, the contracting officer determines that such conflicts do, in fact, exist and that it would not be in the best interests of the government to terminate the contract as provided in the clauses required by § 20-1.5405, the contracting officer will take every reasonable action to avoid, eliminate, or, after obtaining a waiver in accordance with § 20-1.5411, neutralize the effects of the identified conflict.

§ 20-1.5408 (Reserved)

§ 20-1.5409 (Reserved)

§ 20-1.5410 Subcontracts

The contracting officer shall require offerors and contractors to submit a representation statement in accordance with § 20-1.5404(b) from subcontractors and consultants. The contracting officer shall require the contractor to include contract clauses in accordance with § 20-1.5405 in consultant agreements or subcontracts involving performance of work under a prime contract covered by this subsection.

§ 20-1.5411 Waiver

In the first instance, determination with respect to the need to seek a waiver for specific contract awards shall be made by the contracting officer with the advice and concurrence of the program office director and the Office of Executive Legal Director. Upon the recommendation of the contracting officer, and after consultation with the Office of the General Counsel, the EDO may waive the policy in specific cases if he determines that it is in the best interest of the United States to do so.

Such action shall be strictly limited to those situations in which:

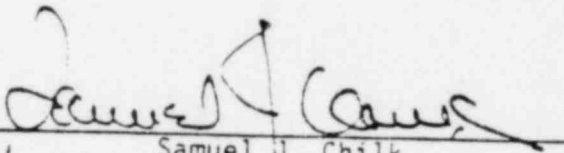
- (1) The work to be performed under contract is vital to the NRC program;
- (2) the work cannot be satisfactorily performed except by a contractor whose interests give rise to a question of conflict of interest; and
- (3) contractual and/or technical review and supervision methods can be employed by NRC to neutralize the conflict. For any such waivers, the justification and approval documents shall be placed in the Public Document Room.

## §20-1.5412 Remedies

In addition to such other remedies as may be permitted by law or contract for a breach of the restrictions in this subpart or for any intentional misrepresentation or intentional nondisclosure of any relevant interest required to be provided for this section, the NRC may debar the contractor from subsequent NRC contracts.

Dated at Washington, D.C. this 27th day of March 1979.

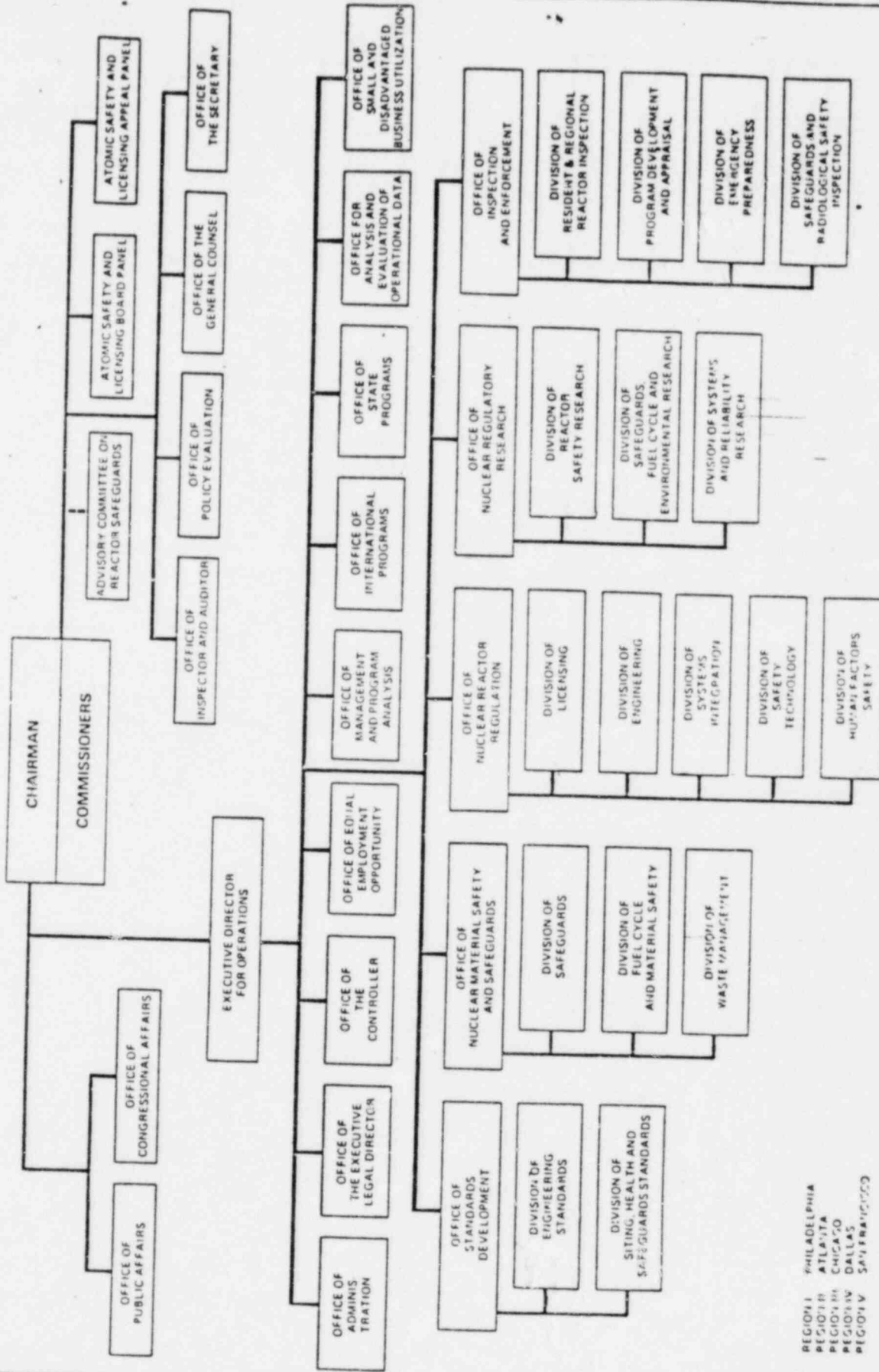
For the Nuclear Regulatory Commission

  
Samuel J. Chilk  
Secretary of the Commission



# U.S. NUCLEAR REGULATORY COMMISSION

## ORGANIZATION CHART



- REGION I PHILADELPHIA
- REGION II ATLANTA
- REGION III CHICAGO
- REGION IV DALLAS
- REGION V SAN FRANCISCO

GENERAL PROVISION  
FIXED PRICE SUPPLY CONTRACTTABLE OF CONTENTS

Standard Form 32, General Provisions (Supply Contract) Containing the following listed Articles on pages 1 through 5 of the form plus additional Articles on pages 6 through 23 attached thereto.

<u>ARTICLE</u>	<u>TITLE</u>	<u>PAGE</u>
1	Definitions.....	1
2	Changes.....	1
3	Extras.....	1
4	Variation in Quantity.....	1
5	Inspection.....	1
6	Responsibility for Supplies.....	2
7	Payments.....	2
8	Assignment of Claims.....	2
9	Additional Bond Security.....	2
10	Examination of Records by Comptroller General.....	2
11	Default.....	2
12	Disputes.....	3
13	Notice and Assistance Regarding Patent and Copyright Infringement.....	3
14	Buy American Act.....	3
15	Convict Labor.....	4
16	Contract Work Hours and Safety Standards Act - Overtime Compensation.....	4
17	Walsh-Healey Public Contracts Act.....	4
18	Equal Opportunity.....	4
19	Officials not to Benefit.....	5
20	Covenant Against Contingent Fees.....	5
21	Utilization of Small Business Concerns.....	5
22	Utilization of Labor Surplus Area Concerns.....	5
23	Utilization of Minority Business Concerns.....	5
24	Pricing of Adjustments.....	5
25	Payment of Interest on Contractors' Claims.....	5
26	Alterations.....	6
27	Listing of Employment Openings.....	6
28	Employment of the Handicapped.....	9
29	Clear Air and Water.....	10
30	Federal, State and Local Taxes.....	11
31	Termination for Convenience of the Government.....	12
32	Preference for U.S. Flag Air Carriers.....	17
33	Notice to the Government of Labor Disputes.....	17
34	Permits.....	18

GENERAL PROVISION  
FIXED PRICE SUPPLY CONTRACT

(Cont.)

<u>ARTICLE</u>	<u>TITLE</u>	<u>PAGE</u>
35	Renegotiation.....	18
36	Patent Indemnity.....	18
37	Reporting Royalties.....	19
38	Notice Regarding Late Delivery.....	19
39	Dissemination of Contract Information.....	19
40	Work for Others.....	19
41	Utilization of Labor Surplus Area Concerns.....	20
42	Utilization of woman-Owned Business Concerns (over \$10,000).....	20
43	Utilization of Small Business Concerns and Concerns Owned and Controlled by Socially and Economically Disadvantaged Individuals.....	21
44	Disputes.....	22
45	Stop Work Order.....	23

# GENERAL PROVISIONS

## (Supply Contract)

### 1. DEFINITIONS

As used throughout this contract, the following terms shall have the meaning set forth below:

- (a) The term "head of the agency" or "Secretary" as used herein means the Secretary, the Under Secretary, any Assistant Secretary, or any other head or assistant head of the executive or military department or other Federal agency; and the term "his duly authorized representative" means any person or persons or board (other than the Contracting Officer) authorized to act for the head of the agency or the Secretary.
- (b) The term "Contracting Officer" means the person executing this contract on behalf of the Government, and any other officer or civilian employee who is a properly designated Contracting Officer; and the term includes, except as otherwise provided in this contract, the authorized representative of a Contracting Officer acting within the limits of his authority.
- (c) Except as otherwise provided in this contract, the term "subcontracts" includes purchase orders under this contract.

### 2. CHANGES

The Contracting Officer may at any time, by a written order, and without notice to the sureties, make changes, within the general scope of this contract, in any one or more of the following: (i) Drawings, designs, or specifications, where the supplies to be furnished are to be specially manufactured for the Government in accordance therewith; (ii) method of shipment or packing; and (iii) place of delivery. If any such change causes an increase or decrease in the cost of, or the time required for, the performance of any part of the work under this contract, whether changed or not changed by any such order, an equitable adjustment shall be made in the contract price or delivery schedule, or both, and the contract shall be modified in writing accordingly. Any claim by the Contractor for adjustment under this clause must be asserted within 30 days from the date of receipt by the Contractor of the notification of change: *Provided, however,* That the Contracting Officer, if he decides that the facts justify such action, may receive and act upon any such claim asserted at any time prior to final payment under this contract. Where the cost of property made obsolete or excess as a result of a change is included in the Contractor's claim for adjustment, the Contracting Officer shall have the right to prescribe the manner of disposition of such property. Failure to agree to any adjustment shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes." However, nothing in this clause shall excuse the Contractor from proceeding with the contract as changed.

### 3. EXTRAS

Except as otherwise provided in this contract, no payment for extras shall be made unless such extras and the price therefor have been authorized in writing by the Contracting Officer.

### 4. VARIATION IN QUANTITY

No variation in the quantity of any item called for by this contract will be accepted unless such variation has been caused by conditions of loading, shipping, or packing, or allowances in manufacturing processes, and then only to the extent, if any, specified elsewhere in this contract.

### 5. INSPECTION

- (a) All supplies (which term throughout this clause includes

without limitation raw materials, components, intermediate assemblies, and end products) shall be subject to inspection and test by the Government, to the extent practicable at all times and places including the period of manufacture, and in any event prior to acceptance.

- (b) In case any supplies or lots of supplies are defective in material or workmanship or otherwise not in conformity with the requirements of this contract, the Government shall have the right either to reject them (with or without instructions as to their disposition) or to require their correction. Supplies or lots of supplies which have been rejected or required to be corrected shall be removed or, if permitted or required by the Contracting Officer, corrected in place by and at the expense of the Contractor promptly after notice, and shall not thereafter be tendered for acceptance unless the former rejection or requirement of correction is disclosed. If the Contractor fails promptly to remove such supplies or lots of supplies which are required to be removed, or promptly to replace or correct such supplies or lots of supplies, the Government either (i) may by contract or otherwise replace or correct such supplies and charge to the Contractor the cost occasioned the Government thereby, or (ii) may terminate this contract for default as provided in the clause of this contract entitled "Default." Unless the Contractor corrects or replaces such supplies within the delivery schedule, the Contracting Officer may require the delivery of such supplies at a reduction in price which is equitable under the circumstances. Failure to agree to such reduction of price shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes."

- (c) If any inspection or test is made by the Government on the premises of the Contractor or a subcontractor, the Contractor without additional charge shall provide all reasonable facilities and assistance for the safety and convenience of the Government inspectors in the performance of their duties. If Government inspection or test is made at a point other than the premises of the Contractor or a subcontractor, it shall be at the expense of the Government except as otherwise provided in this contract: *Provided,* That in case of rejection the Government shall not be liable for any reduction in value of samples used in connection with such inspection or test. All inspections and tests by the Government shall be performed in such a manner as not to unduly delay the work. The Government reserves the right to charge to the Contractor any additional cost of Government inspection and test when supplies are not ready at the time such inspection and test is requested by the Contractor or when reinspection or retest is necessitated by prior rejection. Acceptance or rejection of the supplies shall be made as promptly as practicable after delivery, except as otherwise provided in this contract, but failure to inspect and accept or reject supplies shall neither relieve the Contractor from responsibility for such supplies as are not in accordance with the contract requirements nor impose liability on the Government therefor.

- (d) The inspection and test by the Government of any supplies or lots thereof does not relieve the Contractor from any responsibility regarding defects or other failures to meet the contract requirements which may be discovered prior to acceptance. Except as otherwise provided in this contract, acceptance shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud.

- (e) The Contractor shall provide and maintain an inspection system acceptable to the Government covering the supplies hereunder. Records of all inspection work by the Contractor shall be kept complete and available to the Government during

the performance of this contract and for such longer period as may be specified elsewhere in this contract.

#### 6. RESPONSIBILITY FOR SUPPLIES

Except as otherwise provided in this contract, (i) the Contractor shall be responsible for the supplies covered by this contract until they are delivered at the designated delivery point, regardless of the point of inspection; (ii) after delivery to the Government at the designated point and prior to acceptance by the Government or rejection and giving notice thereof by the Government, the Government shall be responsible for the loss or destruction of or damage to the supplies only if such loss, destruction, or damage results from the negligence of officers, agents, or employees of the Government acting within the scope of their employment; and (iii) the Contractor shall bear all risks as to rejected supplies after notice of rejection, except that the Government shall be responsible for the loss, or destruction of, or damage to the supplies only if such loss, destruction or damage results from the gross negligence of officers, agents, or employees of the Government acting within the scope of their employment.

#### 7. PAYMENTS

The Contractor shall be paid, upon the submission of proper invoices or vouchers, the prices stipulated herein for supplies delivered and accepted or services rendered and accepted, less deductions, if any, as herein provided. Unless otherwise specified, payment will be made on partial deliveries accepted by the Government when the amount due on such deliveries so warrants; or, when requested by the Contractor, payment for accepted partial deliveries shall be made whenever such payment would equal or exceed either \$1,000 or 50 percent of the total amount of this contract.

#### 8. ASSIGNMENT OF CLAIMS

(a) Pursuant to the provisions of the Assignment of Claims Act of 1940, as amended (31 U.S.C. 203, 41 U.S.C. 15), if this contract provides for payments aggregating \$1,000 or more, claims for moneys due or to become due the Contractor from the Government under this contract may be assigned to a bank, trust company, or other financing institution, including any Federal lending agency, and may thereafter be further assigned and re-assigned to any such institution. Any such assignment or re-assignment shall cover all amounts payable under this contract and not already paid, and shall not be made to more than one party, except that any such assignment or reassignment may be made to one party as agent or trustee for two or more parties participating in such financing. Unless otherwise provided in this contract, payments to an assignee of any moneys due or to become due under this contract shall not, to the extent provided in said Act, as amended, be subject to reduction or setoff. (The preceding sentence applies only if this contract is made in time of war or national emergency as defined in said Act and is with the Department of Defense, the General Services Administration, the Energy Research and Development Administration, the National Aeronautics and Space Administration, the Federal Aviation Administration, or any other department or agency of the United States designated by the President pursuant to Clause 4 of the proviso of section 1 of the Assignment of Claims Act of 1940, as amended by the Act of May 15, 1951, 65 Stat. 41.)

(b) In no event shall copies of this contract or of any plans, specifications, or other similar documents relating to work under this contract, if marked "Top Secret," "Secret," or "Confidential," be furnished to any assignee of any claim arising under this contract or to any other person not entitled to receive the same. However, a copy of any part or all of this contract so marked may be furnished, or any information contained therein may be disclosed, to such assignee upon the prior written authorization of the Contracting Officer.

#### 9. ADDITIONAL BOND SECURITY

If any surety upon any bond furnished in connection with this contract becomes unacceptable to the Government or if any such

surety fails to furnish reports as to his financial condition from time to time as requested by the Government, the Contractor shall promptly furnish such additional security as may be required from time to time to protect the interests of the Government and of persons supplying labor or materials in the prosecution of the work contemplated by this contract.

#### 10. EXAMINATION OF RECORDS BY COMPTROLLER GENERAL

(a) This clause is applicable if the amount of this contract exceeds \$10,000 and was entered into by means of negotiation, including small business restricted advertising, but is not applicable if this contract was entered into by means of formal advertising.

(b) The Contractor agrees that the Comptroller General of the United States or any of his duly authorized representatives shall, until the expiration of 3 years after final payment under this contract or such lesser time specified in either Appendix M of the Armed Services Procurement Regulation or the Federal Procurement Regulations Part 1-20, as appropriate, have access to and the right to examine any directly pertinent books, documents, papers, and records of the Contractor involving transactions related to this contract.

(c) The Contractor further agrees to include in all his subcontracts hereunder a provision to the effect that the subcontractor agrees that the Comptroller General of the United States or any of his duly authorized representatives shall, until the expiration of 3 years after final payment under the subcontract or such lesser time specified in either Appendix M of the Armed Services Procurement Regulation or the Federal Procurement Regulations Part 1-20, as appropriate, have access to and the right to examine any directly pertinent books, documents, papers, and records of such subcontractor, involving transactions related to the subcontract. The term "subcontract" as used in this clause excludes (1) purchase orders not exceeding \$10,000 and (2) subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public.

(d) The periods of access and examination described in (b) and (c), above, for records which relate to (1) appeals under the "Disputes" clause of this contract, (2) litigation or the settlement of claims arising out of the performance of this contract, or (3) costs and expenses of this contract as to which exception has been taken by the Comptroller General or any of his duly authorized representatives, shall continue until such appeals, litigation, claims, or exceptions have been disposed of.

#### 11. DEFAULT

(a) The Government may, subject to the provisions of paragraph (c) below, by written notice of default to the Contractor, terminate the whole or any part of this contract in any one of the following circumstances:

(i) If the Contractor fails to make delivery of the supplies or to perform the services within the time specified herein or any extension thereof; or

(ii) If the Contractor fails to perform any of the other provisions of this contract, or so fails to make progress as to endanger performance of this contract in accordance with its terms, and in either of these two circumstances does not cure such failure within a period of 10 days (or such longer period as the Contracting Officer may authorize in writing) after receipt of notice from the Contracting Officer specifying such failure.

(b) In the event the Government terminates this contract in whole or in part as provided in paragraph (a) of this clause, the Government may procure, upon such terms and in such manner as the Contracting Officer may deem appropriate, supplies or services similar to those so terminated, and the Contractor shall be liable to the Government for any excess costs for such similar supplies or services: *Provided*, That the Contractor shall continue the performance of this contract to the extent not terminated under the provisions of this clause.

(c) Except with respect to defaults of subcontractors, the

Contractor shall not be liable for any excess costs if the failure to perform the contract arises out of causes beyond the control and without the fault or negligence of the Contractor. Such causes may include, but are not restricted to, acts of God or of the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, freight embargoes, and unusually severe weather; but in every case the failure to perform must be beyond the control and without the fault or negligence of the Contractor. If the failure to perform is caused by the default of a subcontractor, and if such default arises out of causes beyond the control of both the Contractor and subcontractor, and without the fault or negligence of either of them, the Contractor shall not be liable for any excess costs for failure to perform, unless the supplies or services to be furnished by the subcontractor were obtainable from other sources in sufficient time to permit the Contractor to meet the required delivery schedule.

(d) If this contract is terminated as provided in paragraph (a) of this clause, the Government, in addition to any other rights provided in this clause, may require the Contractor to transfer title and deliver to the Government, in the manner and to the extent directed by the Contracting Officer, (i) any completed supplies, and (ii) such partially completed supplies and materials, parts, tools, dies, jigs, fixtures, plans, drawings, information, and contract rights (hereinafter called "manufacturing materials") as the Contractor has specifically produced or specifically acquired for the performance of such part of this contract as has been terminated; and the Contractor shall, upon direction of the Contracting Officer, protect and preserve property in possession of the Contractor in which the Government has an interest. Payment for completed supplies delivered to and accepted by the Government shall be at the contract price. Payment for manufacturing materials delivered to and accepted by the Government and for the protection and preservation of property shall be in an amount agreed upon by the Contractor and Contracting Officer; failure to agree to such amount shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes." The Government may withhold from amounts otherwise due the Contractor for such completed supplies or manufacturing materials such sum as the Contracting Officer determines to be necessary to protect the Government against loss because of outstanding liens or claims of former lien holders.

(e) If, after notice of termination of this contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, or that the default was excusable under the provisions of this clause, the rights and obligations of the parties shall, if the contract contains a clause providing for termination for convenience of the Government, be the same as if the notice of termination had been issued pursuant to such clause. If, after notice of termination of this contract under the provisions of this clause, it is determined for any reason that the Contractor was not in default under the provisions of this clause, and if this contract does not contain a clause providing for termination for convenience of the Government, the contract shall be equitably adjusted to compensate for such termination and the contract modified accordingly; failure to agree to any such adjustment shall be a dispute concerning a question of fact within the meaning of the clause of this contract entitled "Disputes."

(f) The rights and remedies of the Government provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this contract.

(g) As used in paragraph (c) of this clause, the terms "subcontractor" and "subcontractors" mean subcontractor(s) at any tier.

#### 12. DISPUTES

(a) Except as otherwise provided, any dispute concerning a contract which is not resolved by the Contract-

ing Officer, who shall reduce his decision to writing and mail or otherwise furnish a copy thereof to the Contractor. The decision of the Contracting Officer shall be final and unreviewable unless, within 30 days from the date of receipt of the Contractor's appeal, the Contractor mails or otherwise furnishes to the Contracting Officer a written appeal addressed to the Secretary or his duly authorized representative. The determination of such appeals shall be final and unreviewable unless determined by a court of competent jurisdiction to have been fraudulent, or capricious, or so grossly erroneous as to be supported by substantial evidence. In connection with any appeal proceeding under this clause, the Contractor shall be afforded an opportunity to be heard and to present in support of its appeal. Pending the final decision thereunder, the Contractor shall proceed diligently with the performance of the contract and in accordance with the Contracting Officer's decision.

(b) The "disputes" clause does not preclude consideration of law in connection with decisions provided for in paragraph (a) above. Provided, That nothing in this contract shall be construed as making final the decision of any administrative official, representative, or board on a question of law.

#### 13. NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENT

The provisions of this clause shall be applicable only if the amount of this contract exceeds \$10,000.

(a) The Contractor shall report to the Contracting Officer, promptly and in reasonable written detail, each notice or claim of patent or copyright infringement based on the performance of this contract of which the Contractor has knowledge.

(b) In the event of any claim or suit against the Government on account of any alleged patent or copyright infringement arising out of the performance of this contract or out of the use of any supplies furnished or work or services performed hereunder, the Contractor shall furnish to the Government, when requested by the Contracting Officer, all evidence and information in possession of the Contractor pertaining to such suit or claim. Such evidence and information shall be furnished at the expense of the Government except where the Contractor has agreed to indemnify the Government.

#### 14. BUY AMERICAN ACT

(a) In acquiring end products, the Buy American Act (41 U.S. Code 101 a-d) provides that the Government give preference to domestic source end products. For the purpose of this clause:

(i) "Components" means those articles, materials, and supplies, which are directly incorporated in the end products;

(ii) "End products" means those articles, materials, and supplies, which are to be acquired under this contract for public use; and

(iii) A "domestic source end product" means (A) an unmanufactured end product which has been mined or produced in the United States and (B) an end product manufactured in the United States if the cost of the components thereof which are mined, produced, or manufactured in the United States exceeds 50 percent of the cost of all its components. For the purposes of this (a) (iii) (B), components of foreign origin of the same type or kind as the products referred to in (b) (ii) or (iii) of this clause shall be treated as components mined, produced, or manufactured in the United States.

(b) The Contractor agrees that there will be delivered under this contract only domestic source end products, except end products:

(i) Which are for use outside the United States;

(ii) Which the Government determines are not mined, produced, or manufactured in the United States in sufficient and reasonably available commercial quantities and of a satisfactory quality;

(iii) As to which the Secretary determines the domestic preference to be inconsistent with the public interest; or

(iv) As to which the Secretary determines the cost to the Government to be unreasonable.

(The foregoing requirements are administered in accordance with Executive Order No. 10582, dated December 17, 1954.)

#### 15. CONVICT LABOR

In connection with the performance of work under this contract, the Contractor agrees not to employ any person undergoing sentence of imprisonment at hard labor except as provided by Public Law 80-178, September 10, 1965 (18 U.S.C. 4082(c)(2)) and Executive Order 11755, December 29, 1978.

#### 16. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT— OVERTIME COMPENSATION

This contract, to the extent that it is of a character specified in the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-333), is subject to the following provisions and to all other applicable provisions and exceptions of such Act and the regulations of the Secretary of Labor thereunder.

(a) Overtime requirements. No Contractor or subcontractor contracting for any part of the contract work which may require or involve the employment of laborers, mechanics, apprentices, trainees, watchmen, and guards shall require or permit any laborer, mechanic, apprentice, trainee, watchman, or guard in any workweek in which he is employed on such work to work in excess of eight hours in any calendar day or in excess of forty hours in such workweek on work subject to the provisions of the Contract Work Hours and Safety Standards Act unless such laborer, mechanic, apprentice, trainee, watchman, or guard receives compensation at a rate not less than one and one-half times his basic rate of pay for all such hours worked in excess of eight hours in any calendar day or in excess of forty hours in such workweek, whichever is the greater number of overtime hours.

(b) Violation; liability for unpaid wages; liquidated damages. In the event of any violation of the provisions of paragraph (a), the Contractor and any subcontractor responsible therefor shall be liable to any affected employee for his unpaid wages. In addition, such Contractor and subcontractor shall be liable to the United States for liquidated damages. Such liquidated damages shall be computed with respect to each individual laborer, mechanic, apprentice, trainee, watchman, or guard employed in violation of the provisions of paragraph (a) in the sum of \$10 for each calendar day on which such employee was required or permitted to be employed on such work in excess of eight hours or in excess of his standard workweek of forty hours without payment of the overtime wages required by paragraph (a).

(c) Withholding for unpaid wages and liquidated damages. The Contracting Officer may withhold from the Government Prime Contractor, from any moneys payable on account of work performed by the Contractor or subcontractor, such sums as may administratively be determined to be necessary to satisfy any liabilities of such Contractor or subcontractor for unpaid wages and liquidated damages as provided in the provisions of paragraph (b).

(d) Subcontracts. The Contractor shall insert paragraphs (a) through (d) of this clause in all subcontracts, and shall require their inclusion in all subcontracts of any tier.

(e) Records. The Contractor shall maintain payroll records containing the information specified in 29 CFR 516.2(a). Such records shall be preserved for three years from the completion of the contract.

#### 17. WALSH-HEALEY PUBLIC CONTRACTS ACT

If this contract is for the manufacture or furnishing of materials, supplies, articles, or equipment in an amount which exceeds or may exceed \$10,000 and is otherwise subject to the Walsh-Healey Public Contracts Act, as amended (41 U.S. Code 35-45), there are hereby incorporated by reference all representations and stipulations required by said Act and regulations issued thereunder by the Secretary of Labor, such representations and stipulations being subject to all applicable rulings and

interpretations of the Secretary of Labor which are now or may hereafter be in effect.

#### 18. EQUAL OPPORTUNITY

(The following clause is applicable unless this contract is exempt under the rules, regulations, and relevant orders of the Secretary of Labor (41 CFR, ch. 60).)

During the performance of this contract, the Contractor agrees as follows:

(a) The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: Employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided by the Contracting Officer setting forth the provisions of this Equal Opportunity clause.

(b) The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.

(c) The Contractor will send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency Contracting Officer, advising the labor union or workers' representative of the Contractor's commitments under this Equal Opportunity clause, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(d) The Contractor will comply with all provisions of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and of the rules, regulations, and relevant orders of the Secretary of Labor.

(e) The Contractor will furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

(f) In the event of the Contractor's noncompliance with the Equal Opportunity clause of this contract or with any of the said rules, regulations, or orders, this contract may be canceled, terminated, or suspended, in whole or in part, and the Contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, or by rule, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

(g) The Contractor will include the provisions of paragraphs (a) through (g) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 204 of Executive Order No. 11246 of September 24, 1965, as amended by Executive Order No. 11375 of October 13, 1967, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance. *Provided, however, That in the event the Contractor becomes involved in,*

or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the Contractor may request the United States to enter into such litigation to protect the interests of the United States.

#### 19. OFFICIALS NOT TO BENEFIT

No member of or delegate to Congress, or resident Commissioner, shall be admitted to any share or part of this contract, or to any benefit that may arise therefrom; but this provision shall not be construed to extend to this contract if made with a corporation for its general benefit.

#### 20. COVENANT AGAINST CONTINGENT FEES

The Contractor warrants that no person or selling agency has been employed or retained to solicit or secure this contract upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee, excepting bona fide employees or bona fide established commercial or selling agencies maintained by the Contractor for the purpose of securing business. For breach or violation of this warranty the Government shall have the right to annul this contract without liability or in its discretion to deduct from the contract price or consideration, or otherwise recover, the full amount of such commission, percentage, brokerage, or contingent fee.

#### 21. UTILIZATION OF SMALL BUSINESS CONCERNS

(a) It is the policy of the Government as declared by the Congress that a fair proportion of the supplies and contracts for supplies and services for the Government be placed with small business concerns.

(b) The Contractor agrees to accomplish the maximum amount of subcontracting to small business concerns that the Contractor finds to be consistent with the efficient performance of this contract.

#### 22. UTILIZATION OF LABOR SURPLUS AREA CONCERNS

(a) It is the policy of the Government to award contracts to labor surplus area concerns that (1) have been certified by the Secretary of Labor (hereafter referred to as certified-eligible concerns with first or second preference) regarding the employment of a proportionate number of disadvantaged individuals and have agreed to perform substantially (i) in or near sections of concentrated unemployment or underemployment or in persistent or substantial labor surplus areas or (ii) in other areas of the United States, respectively; or (2) are noncertified concerns which have agreed to perform substantially in persistent or substantial labor surplus areas, where this can be done consistent with the efficient performance of the contract and at prices no higher than obtainable elsewhere. The Contractor agrees to use his best efforts to place his subcontracts in accordance with this policy.

(b) In complying with paragraph (a) of this clause and with paragraph (b) of the clause of this contract entitled "Utilization of Small Business Concerns" the Contractor in placing his subcontracts shall observe the following order of preference: (1) certified-eligible concerns with a first preference which are also

small business concerns; (2) other certified-eligible concerns with a first preference; (3) certified-eligible concerns with a second preference which are also small business concerns; (4) other certified-eligible concerns with a second preference; (5) persistent or substantial labor surplus area concerns which are also small business concerns; (6) other persistent or substantial labor surplus area concerns; and (7) small business concerns which are not labor surplus area concerns.

#### 23. UTILIZATION OF MINORITY BUSINESS ENTERPRISES

(a) It is the policy of the Government that minority business enterprises shall have the maximum practicable opportunity to participate in the performance of Government contracts.

(b) The Contractor agrees to use his best efforts to carry out this policy in the award of his subcontracts to the fullest extent consistent with the efficient performance of this contract. As used in this contract, the term "minority business enterprise" means a business, at least 50 percent of which is owned by minority group members or, in case of publicly-owned businesses, at least 51 percent of the stock of which is owned by minority group members. For the purposes of this definition, minority group members are Negroes, Spanish-speaking American persons, American Orientals, American-Indians, American-Eskimos, and American Aleuts. Contractors may rely on written representations by subcontractors regarding their status as minority business enterprises in lieu of an independent investigation.

#### 24. PRICING OF ADJUSTMENTS

When costs are a factor in any determination of a contract price adjustment pursuant to the Changes clause or any other provision of this contract, such costs shall be in accordance with the contract cost principles and procedures in Part 1-15 of the Federal Procurement Regulations (41 CFR 1-15) or Section XV of the Armed Services Procurement Regulation, as applicable, which are in effect on the date of this contract.

#### 25. PAYMENT OF INTEREST ON CONTRACTORS' CLAIMS

(a) If an appeal is filed by the Contractor under the final decision of the Contracting Officer under the Disputes clause of this contract, denying a claim arising under the contract, simple interest on the amount of the claim finally determined owed by the Government shall be payable to the Contractor. Such interest shall be at the rate determined by the Secretary of the Treasury pursuant to Public Law 92-41, 85 Stat. 7, from the date the Contractor furnishes to the Contracting Officer his written appeal under the Disputes clause of this contract, to the date of (1) a final judgment by a court of competent jurisdiction, or (2) mailing to the Contractor of a supplemental agreement for execution either confirming completed negotiations between the parties or carrying out a decision of a board of contract appeals.

(b) Notwithstanding (a), above, (1) interest shall be applied only from the date payment was due, if such date is later than the filing of appeal, and (2) interest shall not be paid for any period of time that the Contracting Officer determines the Contractor has unduly delayed in pursuing his remedies before a board of contract appeals or a court of competent jurisdiction.



FPR CHANGES AND NRC ADDITIONS TO STANDARD FORM 32 (1-16.101(c))  
GENERAL PROVISIONS (SUPPLY CONTRACT)

26. ALTERATIONS

The following alterations to the provisions of Standard Form 32, General Provisions, of this contract were made prior to execution of the contract by the parties:

1. DEFINITIONS

a. The following paragraph (d) is added to this clause:

"(d) The term "Commission" or "NRC" means the United States Nuclear Regulatory Commission or any duly authorized representative thereof, including the Contracting Officer except for the purpose of deciding an appeal under the Article "Disputes."

27. LISTING OF EMPLOYMENT OPENINGS (FPR Temp. Reg. 39)

(Applicable to Contracts Involving \$10,000 or More)

DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA

- a. The contractor will not discriminate against any employee or applicant for employment because he or she is a disabled veteran or veteran of the Vietnam era in regard to any position for which the employee or applicant for employment is qualified. The contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled veterans and veterans for the Vietnam era without discrimination based upon their disability or veterans status in all employment practices such as the following: employment upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- b. The contractor agrees that all suitable employment openings of the contractor which exist at the time of the execution of this contract and those which occur during the performance of this contract, including those not generated by this contract and including those occurring at an establishment of the contractor other than the one wherein the contract is being performed but excluding those of independently operated corporate affiliates, shall be listed at an appropriate local office of the State employment service system wherein the opening occurs. The contractor further agrees to provide such reports to such local office regarding employment openings and hires as may be required.

State and local government agencies holding Federal contracts of \$10,000 or more shall also list all their suitable openings with the appropriate office of the State employment service, but are not required to provide those reports set forth in paragraphs (d) and (e).

- c. Listing of employment openings with the employment service system pursuant to this clause shall be made at least concurrently with the use of any other recruitment source or effort and shall involve the normal obligations which attach to the placing of a bona fide job order, including the acceptance of referrals of veterans and nonveterans. The listing of employment openings does not require the hiring of any particular job applicant or from any particular group of job applicants, and nothing herein is intended to relieve the contractor from any requirements in Executive orders or regulations regarding nondiscrimination in employment.
- d. The reports required by paragraph (b) of this clause shall include, but not be limited to, periodic reports which shall be filed at least quarterly with the appropriate local office or, where the contractor has more than one hiring location in a State, with the central office of that State employment service. Such reports shall indicate for each hiring location (1) the number of individuals hired during the reporting period, (2) the number of nondisabled veterans of the Vietnam era hired, (3) the number of disabled veterans of the Vietnam era hired, and (4) the total number of disabled veterans hired. The reports should include covered veterans hired for on-the-job training under 38 U.S.C. 1787. The contractor shall submit a report within 30 days after the end of each reporting period wherein any performance is made on this contract identifying data for each hiring location. The contractor shall maintain at each hiring location copies of the reports submitted until the expiration of one year after final payment under the contract, during which time these reports and related documentation shall be made available, upon request, for examination by any authorized representatives of the contracting officer or of the Secretary of Labor. Documentation would include personnel records respecting job openings, recruitment, and placement.
- e. Whenever the contractor becomes contractually bound to the listing provisions of this clause, it shall advise the employment service system in each State where it has establishments of the name and location of each hiring location in the State. As long as the contractor is contractually bound to these provisions and has so advised the State system, there is no need to advise the State system of subsequent contracts. The contractor may advise the State system when it is no longer bound by this contract clause.
- f. This clause does not apply to the listing of employment openings which occur and are filled outside the 50 States, the District of Columbia, Puerto Rico, Guam, and the Virgin Islands.
- g. The provisions of paragraphs (b), (c), (d), and (e) of this clause do not apply to openings which the contractor proposes to fill from within his own organization or to fill pursuant to a customary and traditional employer-union hiring arrangement. This exclusion does not apply to a particular opening once an employer decides to consider applicants outside of his own organization or employer-union arrangement for that opening.

h. As used in this clause:

- (1) "All suitable employment openings" includes, but is not limited to, openings which occur in the following job categories: production and non-production; plant and office; laborers and mechanics; supervisory and nonsupervisory; technical; and executive, administrative, and professional openings that are compensated on a salary basis of less than \$25,000 per year. This term includes full-time employment, temporary employment of more than 3 days' duration, and part-time employment. It does not include openings which the contractor proposes to fill from within his own organization or to fill pursuant to a customary and traditional employer-union hiring arrangement nor openings in an educational institution which are restricted to students of that institution. Under the most compelling circumstances an employment opening may not be suitable for listing, including such situations where the needs of the Government cannot reasonably be otherwise supplied, where listing would be contrary to national security, or where the requirement of listing would otherwise not be for the best interest of the Government.
  - (2) "Appropriate office of the State employment service system" means the local office of the Federal/State national system of public employment offices with assigned responsibility for serving the area where the employment opening is to be filled, including the District of Columbia, Guam, Puerto Rico, and the Virgin Islands.
  - (3) "Openings which the contractor proposes to fill from within his own organization" means employment openings for which no consideration will be given to persons outside the contractor's organization (including any affiliates, subsidiaries, and the parent companies) and includes any openings which the contractor proposes to fill from regularly established "recall" lists.
  - (4) "Openings which the contractor proposes to fill pursuant to a customary and traditional employer-union hiring arrangement" means employment openings which the contractor proposes to fill from union halls, which is part of the customary and traditional hiring relationship which exists between the contractor and representatives of his employees.
- i. The contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.
  - j. In the event of the contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Act.
  - k. The contractor agrees to post in conspicuous places available to employees and applicants for employment notices in a form to be prescribed by the Director, provided by or through the contracting officer. Such notice shall state the contractor's obligation under the law to take affirmative action to employ

and advance in employment qualified disabled veterans and veterans of the Vietnam era for employment, and the rights of applicants and employees.

- l. The contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding that the contractor is bound by terms of the Vietnam Era Veteran's Readjustment Assistance Act and is committed to take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam era.
- m. The contractor will include the provisions of this clause in every subcontract or purchase order of \$10,000 or more unless exempted by rules, regulations, or orders of the Secretary issued pursuant to the Act, so that such provisions will be binding upon each subcontractor or vendor. The contractor will take such action with respect to any subcontract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

28. EMPLOYMENT OF THE HANDICAPPED (FPR Temp. Reg. 38)

- a. The contractor will not discriminate against any employee or applicant for employment because of physical or mental handicap in regard to any position for which the employee or applicant for employment is qualified. The contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.
- b. The contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to the Rehabilitation Act of 1973 as amended.
- c. In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with the rules, regulations and relevant orders of the Secretary of Labor issued pursuant to the Act.
- d. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Director, office of Federal Contract Compliance Programs, Department of Labor provided by or through the Contracting Officer. Such notices shall state the contractor's obligation under the law to take affirmative action to employ and advance in employment qualified handicapped employees and applicants for employment, and the rights of applicants and employees.
- e. The Contractor will notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding that the contractor is bound by the terms of section 503 of the Act, and is committed to take affirmative action to employ and advance in employment physically and mentally handicapped individuals.

- f. The Contractor will include the provisions of this clause in every sub-contract or purchase order of \$2,500 or more unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to section 503 of the Act, so that such provisions will be binding upon each subcontractor or vendor. The Contractor will take such action with respect to any sub-contract or purchase order as the Director of the Office of Federal Contract Compliance Programs may direct to enforce such provisions, including action for noncompliance.

29. CLEAR AIR AND WATER (1-1.2302-1)

(Applicable only if the contract exceeds \$100,000, or the Contracting Officer has determined that orders under an indefinite quantity contract in any one year will exceed \$100,000 or a facility to be used has been the subject of a conviction under the Clear Air Act (42 U.S.C. 1957c-8(c) (1)) or the Federal Water Pollution Control Act (33 U.S.C. 1319(c)) and is listed by EPA, or the contract is not otherwise exempt.)

a. The Contractor agrees as follows:

- (1) To comply with all the requirements of section 114 of the Clean Air Act, as amended (42 U.S.C. 1857, et seq., as amended by Pub. L. 91-604) and section 308 of the Federal Water Pollution Control Act (33 U.S.C. 1251 et seq., as amended by Pub. L. 95-500), respectively, relating to inspection, monitoring, entry, reports, and information, as well as other requirements specified in section 114 and section 308 of the Air Act and the Water Act, respectively, and all regulations and guidelines issued thereunder before the award of the contract.
- (2) That no portion of the work required by this prime contract will be performed in a facility listed on the Environmental Protection Agency List of Violating Facilities on the date when this contract was awarded unless and until the EPA eliminates the name of such facility or facilities from such listing.
- (3) To use his best efforts to comply with clean air standards and clean water standards at the facility in which the contract is being performed.
- (4) To insert the substance of the provisions of this clause into any nonexempt subcontract, including this paragraph (a)(4).

b. The terms used in this clause have the following meanings:

- (1) The term "Air-Act" means the Clean Air Act, as amended (42 U.S.C. 1857 et. seq., as amended by Pub. L. 91-604).
- (2) The term "Water Act" means Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et. seq., as amended by Pub. L. 92-500).

- (3) The term "clean air standards" means any enforceable rules, regulations, guidelines, standards, limitations, orders, controls, prohibitions, or other requirements which are contained in, issued under, or otherwise adopted pursuant to the Air Act or Executive Order 11738, an applicable implementation plan as described in section 110(d) of the Clean Air Act (42 U.S.C. 1857c-5(d)), an approved implementation procedure or plan under section 111(c) or section 111(d), respectively, of the Air Act (42 U.S.C. 1857(c) or (d)), or an approved implementation procedure under section 112(d) of the Air Act (42 U.S.C. 1857c-7(d)).
- (4) The term "clean water standards" means any enforceable limitation, control, condition, prohibition, standard, or other requirement which is promulgated pursuant to the Water Act or contained in a permit issued to a discharger by the Environmental Protection Agency or by a State under an approved program, as authorized by section 402 of the Water Act (33 U.S.C. 1342), or by local government to ensure compliance with pretreatment regulations as required by section 307 of the Water Act (33 U.S.C. 1317).
- (5) The term "compliance" means compliance with clean air or water standards. Compliance shall also mean compliance with a schedule or plan ordered or approved by a court of competent jurisdiction, the Environmental Protection Agency or an air or water pollution control agency in accordance with the requirements of the Air Act or Water Act and regulations issued pursuant thereto.
- (6) The term "facility" means any building, plant, installation, structure, mine, vessel or other floating craft, location, or site of operations owned, leased, or supervised by a contractor or subcontractor, to be utilized in the performance of a contract or subcontract. Where a location or site of operations contains or includes more than one building, plant, installation, or structure, the entire location or site shall be deemed to be a facility except where the Director, Office of Federal Activities, Environmental Protection Agency, determines that independent facilities are collocated in one geographical area.

30. FEDERAL, STATE, AND LOCAL TAXES (1-11.401-1(c))

- (a) Except as may be otherwise provided in this contract, the contract price includes all applicable Federal, State, and local taxes and duties.
- (b) Nevertheless, with respect to any Federal excise tax or duty on the transactions or property covered by this contract, if a statute, court decision, written ruling, or regulation takes effect after the contract date, and--
1. Results in the Contractor being required to pay or bear the burden of any such Federal excise tax or duty or increase in the rate thereof which would not otherwise have been payable on such transactions or property, the contract price shall be increased by the amount of such tax or duty or rate increase: Provided, that the Contractor if requested

by the Contracting Officer, warrants in writing that no amount for such newly imposed Federal excise tax or duty or rate increase was included in the contract price as a contingency reserve or otherwise; or

- (2) Results in the Contractor not being required to pay or bear the burden of, or in his obtaining a refund or drawback of, any such Federal excise tax or duty which would otherwise have been payable on such transactions or property or which was the basis of an increase in the contract price, the contract price shall be decreased by the amount of the relief, refund, or drawback, or the amount shall be paid to Government, as directed by the Contracting Officer. The contract price shall be similarly decreased if the Contractor, through his fault or negligence or his failure to follow instructions of the Contracting Officer, is required to pay or bear the burden of, or does not obtain a refund or drawback of, any such Federal excise tax or duty.
- c. No adjustment pursuant to paragraph (b) above will be made under this contract unless the aggregate amount thereof is or may reasonably be expected to be over \$100.
- d. As used in paragraph (b) above, the term "contract date" means the date set for the bid opening, or if this is a negotiated contract, the date of this contract. As to additional supplies or services procured by modification to this contract, the term "contract date" means the date of such modification.
- e. Unless there does not exist any reasonable basis to sustain an exemption, the Government, upon request of the Contractor, without further liability, agrees, except as otherwise provided in this contract, to furnish evidence appropriate to establish exemption from any tax which the Contractor warrants in writing was excluded from the contract price. In addition, the Contracting Officer may furnish evidence to establish exemption from any tax that may, pursuant to this clause, give rise to either an increase or decrease in the contract price. Except as otherwise provided in this contract, evidence appropriate to establish exemption from duties will be furnished only at the discretion of the Contracting Officer.
- f. The Contractor shall promptly notify the Contracting Officer of matters which will result in either an increase or decrease in the contract price, and shall take action with respect thereto as directed by the Contracting Officer.

31. TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (1-8.701)

- a. The performance of work under this contract may be terminated by the Government in accordance with this clause in whole, or from time to time in part, whenever the Contracting Officer shall determine that such termination is in the best interest of the Government. Any such termination shall be effected by delivery to the Contractor of a Notice of Termination specifying the extent to which performance of work under the contract is terminated, and the date upon which such termination becomes effective.

b. After receipt of a Notice of Termination, and except as otherwise directed by the Contracting Officer, the Contractor shall:

- (1) Stop work under the contract on the date and to the extent specified in the Notice of Termination;
- (2) Place no further orders or subcontracts for materials, services, or facilities, except as may be necessary for completion of such portion of the work under the contract as is not terminated;
- (3) Terminate all orders and subcontracts to the extent that they relate to the performance of work terminated by the Notice of Termination;
- (4) Assign to the Government, in the manner, at the times, and to the extent directed by the Contracting Officer, all of the right, title, and interest of the Contractor under the orders and subcontracts so terminated, in which case the Government shall have the right, in its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- (5) Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of the Contracting Officer, to the extent he may require, which approval or ratification shall be final for all the purposes of this clause;
- (6) Transfer title to the Government and deliver in the manner, at the times, and to the extent, if any, directed by the Contracting Officer, (i) the fabricated or unfabricated parts, work in process, completed work, supplies, and other material produced as a part of, or acquired in connection with the performance of, the work terminated by the Notice of Termination, and (ii) the completed or partially completed plans, drawings, information and other property which, if the contract had been completed, would have been required to be furnished to the Government;
- (7) Use his best efforts to sell, in the manner, at the times, to the extent, and at the price or prices directed or authorized by the Contracting Officer, any property of the types referred to in (6) above: *Provided, however,* That the Contractor (i) shall not be required to extend credit to any purchaser, and (ii) may acquire any such property under the conditions prescribed by and at a price or prices approved by the Contracting Officer: *And provided further,* That the proceeds of any such transfer or disposition shall be applied in reduction of any payments to be made by the Government to the Contractor under this contract or shall otherwise be credited to the price or cost of the work covered by this contract or paid in such other manner as the Contracting Officer may direct;
- (8) Complete performance of such part of the work as shall not have been terminated by the Notice of Termination; and



- (9) Take such action as may be necessary, or as the Contracting Officer may direct, for the protection and preservation of the property related to this contract which is in the possession of the Contractor and in which the Government has or may acquire an interest.

At any time after expiration of the plant clearance period, as defined in Subpart 1-8.1 of the Federal Procurement Regulations (41 CFR 1-8.1), as the definition may be amended from time to time, the Contractor may submit to the Contracting Officer a list, certified as to quantity and quality, of any or all items of termination inventory not previously disposed of, exclusive of items the disposition of which has been directed or authorized by the Contracting Officer, and may request the Government to remove such items or enter into a storage agreement covering them. Not later than fifteen (15) days thereafter the Government will accept title to such items and remove them or enter into a storage agreement covering the same: *Provided*, That the list submitted shall be subject to verification by the Contracting Officer upon removal of the items or, if the items are stored, within forty-five (45) days from the date of submission of the list, and any necessary adjustment to correct the list as submitted shall be made prior to final settlement.

- c. After receipt of a Notice of Termination, the Contractor shall submit to the Contracting Officer his termination claim, in the form and with certification prescribed by the Contracting Officer. Such claim shall be submitted promptly but in no event later than one year from the effective date of termination, unless one or more extensions in writing are granted by the Contracting Officer upon request of the Contractor made in writing within such one-year period or authorized extension thereof. However, if the Contracting Officer determines that the facts justify such action, he may receive and act upon any such termination claim at any time after such one-year period or any extension thereof. Upon failure of the Contractor to submit his termination claim within the time allowed, the Contracting Officer may, subject to any review required by the contracting agency's procedures in effect as of the date of execution of this contract, determine, on the basis of information available to him, the amount, if any, due to the Contractor by reason of the termination and shall thereupon pay to the Contractor the amount so determined.
- d. Subject to the provisions of paragraph (c), and subject to any review required by the contracting agency's procedures in effect as of the date of execution of this contract, the Contractor and the Contracting Officer may agree upon the whole or any part of the amount or amounts to be paid to the Contractor by reason of the total or partial termination of work pursuant to this clause, which amount or amounts may include a reasonable allowance for profit on work done: *Provided*, That such agreed amount or amounts, exclusive of settlement costs, shall not exceed the total contract price as reduced by the amount of payment otherwise made and as further reduced by the contract price of work not terminated. The contract shall be amended accordingly, and the Contractor shall be paid the agreed amount. Nothing in paragraph (e) of this clause, prescribing the amount to be paid to the Contractor in the event of failure of the Contractor and the Contracting Officer to agree upon the whole amount to

be paid to the Contractor by reason of the termination of work pursuant to this clause, shall be deemed to limit, restrict, or otherwise determine or affect the amount or amounts which may be agreed upon to be paid to the Contractor pursuant to this paragraph (d).

e. In the event of the failure of the Contractor and the Contracting Officer to agree as provided in paragraph (d) upon the whole amount to be paid to the Contractor by reason of the termination of work pursuant to this clause, the Contracting Officer shall, subject to any review required by the contracting agency's procedures in effect as of the date of execution of this contract, determine, on the basis of information available to him the amount if any due to the Contractor by reason of the termination and shall pay to the Contractor the amounts determined as follows:

- (1) For completed supplies accepted by the Government (or sold or acquired as provided in paragraph (b) (7) above) and not theretofore paid for, a sum equivalent to the aggregate price for such supplies computed in accordance with the price or prices specified in the contract, appropriately adjusted for any saving of freight or other charges;
- (2) The total of--
  - (i) The costs incurred in the performance of the work terminated, including initial costs and preparatory expense allocable thereto, but exclusive of any costs attributable to supplies paid or to be paid for under paragraph (e) (1) hereof;
  - (ii) The cost of settling and paying claims arising out of the termination of work under subcontracts or orders, as provided in paragraph (b) (5) above, which are properly chargeable to the terminated portion of the contract (exclusive of amounts paid or payable on account of supplies or materials delivered or services furnished by subcontractors or vendors prior to the effective date of the Notice of Termination, which amounts shall be included in the costs payable under (i) above); and
  - (iii) A sum, as profit on (i), above, determined by the contracting officer pursuant to § 1-8.303 of the Federal Procurement Regulations (41 CFR 1-8.303), in effect as of the date of execution of this contract, to be fair and reasonable: *Provided, however,* That if it appears that the contractor would have sustained a loss on the entire contract had it been completed, no profit shall be included or allowed under this subdivision (iii) and an appropriate adjustment shall be made reducing the amount of the settlement to reflect the indicated rate of loss; and
- (3) The reasonable costs of settlement, including accounting, legal, clerical, and other expenses reasonably necessary for the preparation of settlement claims and supporting data with respect to the terminated portion of the

contract and for the termination and settlement of subcontracts the reunder, together with reasonable storage, transportation, and other costs incurred in connection with the protection or disposition of property allocable to this contract.

The total sum to be paid to the Contractor under (1) and (2) of this paragraph (e) shall not exceed the total contract price as reduced by the amount of payments otherwise made and as further reduced by the contract price of work not terminated. Except for normal spoilage, and except to the extent that the Government shall have otherwise expressly assumed the risk of loss, there shall be excluded from the amounts payable to the Contractor as provided in (e) (1) and (2) (1) above, the fair value, as determined by the Contracting Officer, of property which is destroyed, lost, stolen, or damaged so as to become undeliverable to the Government, or to a buyer pursuant to paragraph (b) (7).

- f. Costs claimed, agreed to, or determined pursuant to paragraphs (c), (d), and (e) of this clause shall be in accordance with the applicable contract cost principles and procedures in Part 1-15 of the Federal Procurement Regulations (41 CFR 1-15) in effect on the date of this contract.
- g. The Contractor shall have the right to appeal, under the clause of this contract entitled "Disputes," from any determination made by the Contracting Officer under paragraph (c) or (e) above, except that, if the Contractor has failed to submit his claim within the time provided in paragraph (c) above and has failed to request extension of such time, he shall have no such right of appeal. In any case where the Contracting Officer has made a determination of the amount due under paragraph (c) or (e) above, the Government shall pay to the Contractor the following: (1) if there is no right of appeal hereunder or if no timely appeal has been taken, the amount so determined by the Contracting Officer; or (2) if an appeal has been taken, the amount finally determined on such appeal.
- h. In arriving at the amount due the Contractor under this clause there shall be deducted (1) all unliquidated advance or other payments on account theretofore made to the Contractor, applicable to the terminated portion of this contract; (2) any claim which the Government may have against the Contractor in connection with this contract; and (3) the agreed price for, or the proceeds of sale of, any materials, supplies, or other things acquired by the Contractor or sold, pursuant to the provisions of this clause, and not otherwise recovered by or credited to the Government.
- i. If the termination hereunder be partial, prior to the settlement of the terminated portion of this contract, the Contractor may file with the Contracting Officer a request in writing for an equitable adjustment of the price or prices specified in the contract relating to the continued portion of the contract (the portion not terminated by the Notice of Termination), and such equitable adjustment as may be agreed upon shall be made in such price or prices.

- j. The Government may from time to time, under such terms and conditions as it may prescribe, make partial payments and payments on account against costs incurred by the Contractor in connection with the terminated portion of this contract whenever in the opinion of the Contracting Officer the aggregate of such payments shall be within the amount to which the Contractor will be entitled hereunder. If the total of such payments is in excess of the amount finally agreed or determined to be due under this clause, such excess shall be payable by the Contractor to the Government upon demand, together with interest computed at the rate of 6 percent per annum for the period from the date such excess payment is received by the Contractor to the date on which such excess is repaid to the Government: *Provided, however,* That no interest shall be charged with respect to any such excess payment attributable to a reduction in the Contractor's claim by reason of retention or other disposition of termination inventory until ten days after the date of such retention or disposition, or such later date as determined by the Contracting Officer by reason of the circumstances.
- k. Unless otherwise provided for in this contract, or by applicable statute, the Contractor, from the effective date of termination and for a period of three years after final settlement under this contract, shall preserve and make available to the Government at all reasonable times at the office of the Contractor but without direct charge to the Government, all his books, records, documents, and other evidence bearing on the costs and expenses of the Contractor under this contract and relating to the work terminated hereunder, or, to the extent approved by the Contracting Officer, photographs, microphotographs, or other authentic reproductions thereof.

32. PREFERENCE FOR U.S. FLAG AIR CARRIERS (1-1.323-2)

- a. Pub. L. 93-623 requires that all Federal agencies and Government contractors and subcontractors will use U.S. flag air carriers for international air transportation of personnel (and their personal effects) or property to the extent service by such carriers is available. It further provides that the Comptroller General of the United States shall disallow any expenditure from appropriate funds for international air transportation on other than a U.S. flag air carrier in the absence of satisfactory proof of the necessity therefor.
- b. The contractor agrees to utilize U.S. flag air carriers for international air transportation of personnel (and their personal effects) or property to the extent service by such carriers is available.
- c. In the event that the contractor selects a carrier other than a U.S. flag air carrier for international air transportation; he will include a certification on vouchers involving such transportation which is essentially as follows:

CERTIFICATION OF UNAVAILABILITY OF U.S. FLAG  
AIR CARRIERS

I hereby certify that transportation service for personnel (and their personal effects) or property by certificated air carrier was unavailable for the following reasons:<sup>1</sup> (state reasons)

33. NOTICE TO THE GOVERNMENT OF LABOR DISPUTES (1-7.203-3)

- a. Whenever the Contractor has knowledge that any actual or potential labor dispute is delaying or threatens to delay the timely performance of this

<sup>1</sup> See Federal Procurement Regulations (41 CFR 1-1.323-3) or section 1-336.2 of the Armed Services Procurement Regulations, as applicable.

contract, the Contractor shall immediately give notice thereof, including all relevant information with respect thereto, to the Contracting Officer.

- b. The Contractor agrees to insert the substance of this clause, including this paragraph (b), in any subcontract hereunder as to which a labor dispute may delay the timely performance of this contract; except that each such subcontract shall provide that in the event its timely performance is delayed or threatened by delay by an actual or potential labor dispute, the subcontractor shall immediately notify his next higher tier subcontractor, or the Prime Contractor, as the case may be, of all relevant information with respect to such disputes.

#### 34. PERMITS

Except as otherwise directed by the Contracting Officer, the contractor shall procure all necessary permits or licenses and abide by all applicable laws, regulations, and ordinances of the United States and of the State, territory, and political subdivision in which the work under this contract is performed.

#### 35. RENEGOTIATION

If this contract is subject to the Renegotiation Act of 1951, as amended, the following provisions shall apply:

- a. This contract is subject to the Renegotiation Act of 1951 (50 U.S.C. App. 1211, et. seq.), as amended, and to any subsequent act of Congress providing for the renegotiation of contracts. Nothing contained in this clause shall impose any renegotiation obligation with respect to this contract or any subcontract hereunder which is not imposed by an act of Congress heretofore or hereafter enacted. Subject to the foregoing, this contract shall be deemed to contain all the provisions required by section 104 of the Renegotiation Act of 1951, and by any such other act, without subsequent contract amendment specifically incorporating such provisions.
- b. The contractor agrees to insert the provisions of this clause, including this paragraph (b), in all subcontracts, as that term is defined in section 103 g. of the Renegotiation Act of 1951, as amended.

#### 36. PATENT INDEMNITY

The Contractor agrees to indemnify the Government, its officers, agents, servants, and employees against liability of any kind (including costs and expenses incurred) for the use of any invention or discovery and for the infringement of any Letters Patent (not including liability, arising pursuant to Section 183, Title 35, (1950) U.S. Code, prior to the issuance of Letters Patent) occurring in the performance of this contract or arising by reason of the use of disposal by or for the account of the Government of items manufactured or supplied under this contract.

37. REPORTING OF ROYALTIES

If this contract is in an amount which exceeds \$10,000 and if any royalty payments are directly involved in the contract or are reflected in the contract price to the Government, the Contractor agrees to report in writing to the Commission (Patent Counsel, Office of the Executive Legal Director) during the performance of this contract and prior to its completion or final settlement the amount of any royalties or other payments paid or to be paid by it directly to others in connection with the performance of this contract together with the names and addresses of licensors to whom such payments are made and either the patent numbers involved or such other information as will permit identification of the patents or other basis on which the royalties are to be paid. The approval of the Commission of any individual payments or royalties shall not estop the Government at any time from contesting the enforceability, validity or scope of, or title, to, any patent under which a royalty or payments are made.

38. NOTICE REGARDING LATE DELIVERY

In the event the Contractor encounters difficulty in meeting performance requirements, or anticipates difficulty in complying with the contract delivery schedule or date, the Contractor shall immediately notify the Contracting Officer thereof in writing, giving pertinent details, including the date by which it expects to complete performance or make delivery: *Provided, however,* That this data shall be informational only in character and that receipt thereof shall not be construed as a waiver by the Government of any contract delivery schedule or date, or any rights or remedies provided by law or under this contract.

39. DISSEMINATION OF CONTRACT INFORMATION

The Contractor shall not publish, permit to be published, or distribute for public consumption, any information, oral or written, concerning the results of conclusions made pursuant to the performance of this contract, without the prior written consent of the Contracting Officer. (Two copies of any material proposed to be published or distributed shall be submitted to the Contracting Officer.) Failure to comply with this clause shall be grounds for termination of this contract.

40. WORK FOR OTHERS

Notwithstanding any other provision of this contract, during the term of this contract, the contractor agrees to forego entering into consulting or other contractual arrangements with any firm or organization, the result of which may give rise to an actual or apparent conflict of interest with respect to the work being performed under this contract. The contractor shall insure that all employees designated as key personnel if any, under this contract abide by the provisions of this clause. If the contractor believes with respect to itself or any such employee that any proposed consultant or other contractual arrangement with any firm or organization may involve a possible conflict of interest, the contractor shall obtain the written approval of the Contracting Officer prior to execution of such contractual arrangement.

41. Utilization of Labor Surplus Area Concerns (1-1.805-3(a))

(The following clause is applicable if this contract exceeds \$10,000.)

(a) It is the policy of the Government to award contracts to labor surplus area concerns that agree to perform substantially in labor surplus areas, where this can be done consistent with the efficient performance of the contract and at prices no higher than are obtainable elsewhere. The Contractor agrees to use his best efforts to place his subcontracts in accordance with this policy.

(b) In complying with paragraph (a) of this clause and with paragraph (b) of the clause of this contract entitled "Utilization of Small Business Concerns," the Contractor in placing his subcontracts shall observe the following order of preference: (1) Small business concerns that are labor surplus area concerns, (2) other small business concerns, and (3) other labor surplus area concerns.

(c) (1) The term "labor surplus area" means a geographical area identified by the Department of Labor as an area of concentrated unemployment or underemployment or an area of labor surplus.

(2) The term "labor surplus area concern" means a concern that together with its first-tier subcontractors will perform substantially in labor surplus areas.

(3) The term "perform substantially in a labor surplus area" means that the costs incurred on account of manufacturing, production, or appropriate services in labor surplus areas exceed 50 percent of the contract price.

42. Utilization of Women-Owned Business Concerns (Over \$10,000)

(a) It is the policy of the United States Government that women-owned businesses shall have the maximum practicable opportunity to participate in the performance of contracts awarded by any Federal agency.

(b) The Contractor agrees to use his best efforts to carry out this policy in the award of subcontracts to the fullest extent consistent with the efficient performance of this contract. As used in the contract, a "women-owned business" concern means a business that is at least 51% owned by a woman or women who also control and operate it. "Control" in this context means exercising the power to make policy decisions. "Operate" in this context means being actively involved in the day-to-day management. "Women" mean all women business owners.

43. Utilization of Small Business Concerns and Small Business Concerns Owned and Controlled by Socially and Economically Disadvantaged Individuals (FPR Temp Reg. No. 50)

(a) It is the policy of the United States that small business concerns and small business concerns owned and controlled by socially and economically disadvantaged individuals shall have the maximum practicable opportunity to participate in the performance of contracts let by any Federal agency.

(b) The contractor hereby agrees to carry out this policy in the awarding of subcontracts to the fullest extent consistent with the efficient performance of this contract. The contractor further agrees to cooperate in any studies or surveys that may be conducted by the Small Business Administration or the contracting agency which may be necessary to determine the extent of the contractor's compliance with this clause.

(c) (1) The term "small business concern" shall mean a small business as defined pursuant to Section 3 of the Small Business Act and in relevant regulations promulgated pursuant thereto.

(2) The term "small business concern owned and controlled by socially and economically disadvantaged individuals" shall mean a small business concern -

(i) which is at least 51 per centum owned by one or more socially and economically disadvantaged individuals; or in the case of any publicly owned business, at least 51 per centum of the stock of which is owned by one or more socially and economically disadvantaged individuals; and

(ii) whose management and daily business operations are controlled by one or more of such individuals.

The contractor shall presume that socially and economically disadvantaged individuals include Black Americans, Hispanic Americans, Native Americans, and other minorities, or any other individual found to be disadvantaged by the Small Business Administration pursuant to section 8(a) of the Small Business Act.

Contractors acting in good faith may rely on written representations by their subcontractors as either a small business concern or a small business concern owned and controlled by socially and economically disadvantaged individuals.



44. Disputes (FPR Temporary Regulation 55, 5/23/80)

(a) This contract is subject to the Contract Disputes Act of 1978 (Pub. L. 95-563).

(b) Except as provided in the Act, all disputes arising under or relating to this contract shall be resolved in accordance with this clause.

(c) (i) As used herein, "claim" means a written demand or assertion by one of the parties seeking, as a legal right, the payment of money, adjustment or interpretation of contract terms, or other relief, arising under or relating to this contract.

(ii) A voucher, invoice, or request for payment that is not in dispute when submitted is not a claim for the purposes of the Act. However, where such submission is subsequently not acted upon in a reasonable time, or disputed either as to liability or amount, it may be converted to a claim pursuant to the Act.

(iii) A claim by the contractor shall be made in writing and submitted to the contracting officer for decision. A claim by the Government against the contractor shall be subject to a decision by the Contracting Officer.

(d) For contractor claims of more than \$50,000, the contractor shall submit with the claim a certification that the claim is made in good faith; the supporting data are accurate and complete to the best of the contractor's knowledge and belief; and the amount requested accurately reflects the contract adjustment for which the contractor believes the Government is liable. The certification shall be executed by the contractor if an individual. When the contractor is not an individual, the certification shall be executed by a senior company official in charge at the contractor's plant or location involved, or by an officer or general partner of the contractor having overall responsibility for the conduct of the contractor's affairs.

(e) For contractor claims of \$50,000 or less, the Contracting Officer must render a decision within 60 days. For contractor claims in excess of \$50,000, the Contracting Officer must decide the claim within 60 days or notify the contractor of the date when the decision will be made.

(f) The Contracting Officer's decision shall be final unless the contractor appeals or files a suit as provided in the Act.

(g) The authority of the Contracting Officer under the Act does not extend to claims or disputes which by statute or regulation other agencies are expressly authorized to decide.

(h) Interest on the amount found due on a contractor claim shall be paid from the date the claim is received by the Contracting Officer until the date of payment.

(i) Except as the parties may otherwise agree, pending final resolution of a claim by the contractor arising under the contract, the contractor shall proceed diligently with the performance of the contract in accordance with the contracting officer's decision.

45. STOP WORK ORDER

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of ninety (90) days after the order is delivered to the Contractor, and for any further period at which the parties may agree. Any such order shall be specifically identified as a Stop Work Order issued pursuant to this clause. Upon receipt of such an order, the Contractor shall forthwith comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of ninety (90) days after a stop work order is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either:

- (i) cancel the stop work order, or
- (ii) terminate the work covered by such order as provided in the "Default" or the "Termination for Convenience" clause of this contract.

(b) If a stop work order issued under this clause is cancelled or the period of the order or any extension thereof expires, the Contractor shall resume work. An equitable adjustment shall be made in the delivery schedule or contract price, or both, and the contract shall be modified in writing accordingly, if:

- (i) the stop work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract, and
- (ii) the Contractor asserts a claim for such adjustment within thirty (30) days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify such action, he may receive and act upon any such claim asserted at any time prior to final payment under this contract.

(c) If a stop work order is not canceled and the work covered by such order is terminated for the convenience of the Government, the reasonable costs resulting from the stop work order shall be allowed in arriving at the termination settlement.

(d) If a stop work order is not canceled and the work covered by such order is terminated for default, the reasonable costs resulting from the stop work order shall be allowed by equitable adjustment or otherwise.

## SERVICE CONTRACT ACT OF 1965

This contract, to the extent that it is of the character to which the Service Contract Act of 1965 (41 U.S.C. 351-357) applies, is subject to the following provisions and to all other applicable provisions of the Act and the regulations of the Secretary of Labor thereunder (29 CFR Parts 4 and 1516).

(a) Compensation. Each service employee employed in the performance of this contract by the Contractor or any subcontractor shall be paid not less than the minimum monetary wage and shall be furnished fringe benefits in accordance with the wages and fringe benefits determined by the Secretary of Labor, or his authorized representative, as specified in any attachment to this contract. If there is such an attachment, any class of service employee which is not listed therein, but which is to be employed under this contract, shall be classified by the Contractor so as to provide a reasonable relationship between such classifications and those listed in the attachment, and shall be paid such monetary wages and furnished such fringe benefits as are determined by agreement of the interested parties, who shall be deemed to be the contracting agency, the Contractor, and the employees who will perform on the contract, or their representatives. If the interested parties do not agree on a classification or reclassification which is, in fact, conformable, the Contracting Officer shall submit the question, together with his recommendation, to the Administrator of the Wage and Hour and Public Contracts Divisions, Department of Labor, or his authorized representative, for final determination. Failure to pay such employees the compensation agreed upon by the interested parties for finally determined by the Administrator, or his authorized representative, shall be a violation of this contract. No employee engaged in performing work on this contract shall in any event be paid less than the minimum wage specified under section 6(a) (1) of the Fair Labor Standards Act of 1938, as amended (\$1.60 per hour).

(b) Obligation to Furnish Fringe Benefits. The Contractor or subcontractor may discharge the obligation to furnish fringe benefits specified in the attachment or determined conformably thereto by furnishing any equivalent combinations of fringe benefits, or by making equivalent or differential payments in cash, pursuant to applicable rules of the Administrator of the Wage and Hour and Public Contracts Divisions, Department of Labor (29 CFR Subpart B, Part 4).

(c) Minimum Wage. In the absence of a minimum wage attachment for this contract, neither the Contractor nor any subcontractor under this contract shall pay any of his employees performing work under the contract (regardless of whether they are service employees) less than the minimum wage specified by section 6(a) (1) of the Fair Labor Standards Act of 1938 (\$1.60 per hour). However, in cases where section 6(e) (2) of the Fair Labor Standards Act of 1938 is applicable, the rates specified therein will apply. Nothing in this provision shall relieve the Contractor or any subcontractor of any other obligation under law or contract for the payment of a higher wage to any employee.

(d) Notification to Employees. The Contractor and any subcontractor under this contract shall notify each service employee commencing work on this contract of the minimum monetary wage and any fringe benefits required to be paid pursuant to this contract, or shall post a notice of such wages and benefits in a prominent and accessible place at the worksite, using such poster as may be provided by the Department of Labor.

(e) Safe and Sanitary Working Conditions. The Contractor or subcontractor shall not permit any part of the services called for by this contract to be performed in buildings or surroundings or under working conditions provided by or under the control or supervision of the Contractor or subcontractor which are unsanitary or hazardous or dangerous to the health or safety of service employees engaged to furnish these services. Except insofar as a noncompliance can be justified as provided in § 1516.1(c) of Title 29 CFR, this will require compliance with the applicable standards, specifications, and codes developed and published by the U.S. Department of Labor, any other agency of the United States, and any nationally recognized professional organization such as, without limitation, the following:

National Bureau of Standards, U.S. Department of Commerce.  
Public Health Service, U.S. Department of Health, Education, and Welfare.  
Bureau of Mines, U.S. Department of the Interior.  
American National Standards Institute, Inc. (United States of America Standards Institute).  
National Fire Protection Association.  
American Society of Mechanical Engineers.  
American Society for Testing and Materials.  
American Conference of Governmental Industrial Hygienists.

Information as to the latest standards, specifications, and codes applicable to the contract is available at the office of the Director of the Bureau of Labor Standards, U.S. Department of Labor, Railway Labor Building, 400 First Street, NW., Washington, D.C. 20212, or at any of the regional offices of the Bureau of Labor Standards as follows:

(1) North Atlantic Region, 341 Ninth Avenue, Room 920, New York, N.Y., 10001 (Connecticut, Maine, Massachusetts, New Hampshire, New York, Rhode Island, Vermont, New Jersey, and Puerto Rico).

(2) Middle Atlantic Region, Room 410, Penn Square Building, Juniper and Filbert Streets, Philadelphia, Pa. 19107 (Delaware, District of Columbia, Maryland, North Carolina, Pennsylvania, Virginia, and West Virginia).

(3) South Atlantic Region, 1371 Peachtree Street, NE., Suite 723, Atlanta Ga. 30309 (Alabama, Florida, Georgia, Mississippi, South Carolina, and Tennessee).

(4) Great Lakes Region, 848 Federal Office Building, 219 South Dearborn Street, Chicago, Ill. 60604 (Illinois, Indiana, Kentucky, Michigan, Minnesota, Ohio, and Wisconsin).

(5) Mid-Western Region, 1906 Federal Office Building, 911 Walnut Street, Kansas City, Mo. 64106 (Colorado, Idaho, Iowa, Kansas, Missouri, Montana, Nebraska, North Dakota, South Dakota, Utah, and Wyoming).

(6) Western Gulf Region, 411 North Akard Street, Room 601, Dallas, Tex. 75201 (Arkansas, Louisiana, New Mexico, Oklahoma, and Texas).

(7) Pacific Region, 10353 Federal Building, 450 Golden Gate Avenue, Box 36017, San Francisco, Calif. 94102 (Alaska, Arizona, California, Hawaii, Nevada, Oregon, Washington, and Guam).

(f) Records. The Contractor and each subcontractor performing work subject to the Act shall make and maintain for 3 years from the completion of the work the records containing the information specified below for each employee subject to the Act and shall make them available for inspection and transcription by authorized representatives of the Administrator of the Wage and Hour and Public Contracts Division, U.S. Department of Labor.

(1) His name and address.

(2) His work classification or classifications, rate or rates of monetary wages, and fringe benefits provided, rate or rates of fringe benefit payments in lieu thereof, and total daily and weekly compensation.

(3) His daily and weekly hours so worked.

(4) Any deductions, rebates, or refunds from his total daily or weekly compensation.

(5) A list of monetary wages and fringe benefits for those classes of service employees not included in the minimum wage attachment to this contract, but for which such wage rates or fringe benefits have been determined by the interested parties or by the Administrator of the Wage and Hour and Public Contracts Divisions, Department of Labor, or his authorized representative, pursuant to the labor standards in paragraph (a) of this clause. A copy of the report required by paragraph (j) of this clause shall be deemed to be such a list.

(g) Withholding of Payments and Termination of Contract. The Contracting Officer shall withhold or cause to be withheld from the Government Prime Contractor under this or any other Government contract with the Prime Contractor such sums as he, or an appropriate officer of the Department of Labor, decides may be necessary to pay underpaid employees. Additionally, any failure to comply with the requirements of this clause relating to the Service Contract Act of 1965 may be grounds for termination of the right to proceed with the contract work. In such event, the Government may enter into other contracts or arrangements for completion of the work charging the Contractor in default with any additional cost.

(h) Subcontractors. The Contractor agrees to insert the paragraphs of this clause relating to the Service Contract Act of 1965 in all subcontracts. The term "Contractor" as used in these paragraphs in any subcontract, shall be deemed to refer to the subcontractor, except in the term "Government Prime Contractor."

(i) Service Employee. As used in this clause relating to the Service Contract Act of 1965, the term "service employee" means guards, watchmen, and any person engaged in a recognized trade or craft, or other skilled mechanical craft, or in unskilled, semi-skilled, or skilled manual labor occupations; and any other employee, including a foreman or supervisor, in a position having trade, craft, or laboring experience as the paramount requirement; and shall include all such persons regardless of any contractual relationship that may be alleged to exist between a Contractor or subcontractor and such persons.

(j) Contractor's Report. If there is a wage determination attachment to this contract and one or more classes of service employees which are not listed thereon are to be employed under the contract, the Contractor shall report to the Contracting Officer the monetary wages to be paid and the fringe benefits to be provided each such class of service employee. Such report shall be made promptly as soon as such compensation has been determined as provided in paragraph (a) of this clause.

(k) Regulations Incorporated by Reference. All interpretations of the Service Contract Act of 1965 expressed in 29 CFR Subpart C, Part 4, are hereby incorporated by reference in this contract.

(l) Exemptions. This clause shall not apply to the following:

(1) Any contract of the United States or District of Columbia for construction, alteration and/or repair, including painting and decorating of public buildings or public works;

(2) Any work required to be done in accordance with the provisions of the Walsh-Healey Public Contracts Act (49 Stat. 2036; 41 U.S.C. 35-45);

(3) Any contract for the carriage of freight or personnel by vessel, airplane, bus, truck, express, railway line, or oil or gas pipeline where published cariff rates are in effect, or where such carriage is subject to rates covered by section 22 of the Interstate Commerce Act;

(4) Any contract for the furnishi services by radio, telephone, telegraph, or cable companies, subject to the Communications Act of 1934;

(5) Any contract for public utility services, including electric light and power, water, steam, and gas;

(6) Any employment contract providing for direct services to a Federal agency by an individual or individuals;

(7) Any contract with the Post Office Department, the principal purpose of which is the operation of postal contract stations;

(8) Any services to be furnished outside the United States. For geographic purposes, the "United States" is defined in section 8(d) of the Service Contract Act to include any State of the United States, the District of Columbia, Puerto Rico, the Virgin Islands, Outer Continental Shelf Lands as defined in the Outer Continental Shelf Lands Act, American Samoa, Guam, Wake Island, Eniwetok Atoll, Kwajalein Atoll, Johnston Island. It does not include any other territory under the jurisdiction of the United States or any United States base or possession within a foreign country; and

(9) Any of the following contracts exempted from all provisions of the Service Contract Act of 1965, pursuant to section 4(b) of the Act, which exemptions the Secretary of Labor hereby finds necessary and proper in the public interest or to avoid serious impairment of the conduct of Government business: Contracts entered into by the United States with common carriers for the carriage of mail by rail, air (except air star routes), bus, and ocean vessel, where such carriage is performed on regularly scheduled runs of the trains, airplanes, buses, and vessels over regularly established routes and accounts for an insubstantial portion of the revenue therefrom.

(m) Special Employees. Notwithstanding any of the provisions in paragraphs (a) through (k) of this clause, the following employees may be employed in accordance with the following variations, tolerances, and exemptions, which the Secretary of Labor hereby finds pursuant to section 4(b) of the Act to be necessary and proper in the public interest or to avoid serious impairment of the conduct of Government business:

(1)(i) Apprentices, student-learners, and workers whose earning capacity is impaired by age, physical or mental deficiency, or injury may be employed at wages lower than the minimum wages otherwise required by section 2(a)(1) or 2(b)(1) of the Service Contract Act of 1965, without diminishing any fringe benefits or cash payments in lieu thereof required under section 2(a)(2) of that Act, in accordance with the procedures prescribed for the employment of apprentices, student-learners, handicapped persons, and handicapped clients of sheltered workshops under section 14 of the Fair Labor Standards Act of 1938, in the regulations issued by the Administrator of the Wage and Hour and Public Contracts Divisions of the Department of Labor (29 CFR Parts 520, 521, 524, and 525).

(ii) The Administrator will issue certificates under the Service Contract Act of 1965 for the employment of apprentices, student-learners, handicapped persons, or handicapped clients of sheltered workshops not subject to the Fair Labor Standards Act of 1938, or subject to different minimum rates of pay under the two acts, authorizing appropriate rates of minimum wages (but without changing requirements concerning fringe benefits or supplementary cash payments in lieu thereof), applying procedures prescribed by the applicable regulations issued under the Fair Labor Standards Act of 1938 (29 CFR Parts 520, 521, 524, and 525).

(iii) The Administrator will also withdraw, annul, or cancel such certificates in accordance with the regulations in 29 CFR Parts 525 and 528.

(2) An employee engaged in an occupation in which he customarily and regularly receives more than \$20 a month in tips may have the amount of his tips credited by his employer against the minimum wage required by section 2(a)(1) or section 2(b)(1) of the Act, in accordance with the regulations in 29 CFR Part 531: Provided, however, That the amount of such credit may not exceed 30 cents per hour.

GOVERNMENT-FURNISHED PROPERTY (SHORT FORM) (FPR 1-7.103-7(c))

(a) The Government shall deliver to the Contractor, for use only in connection with this contract, the property described in the schedule or specifications (hereinafter referred to as "Government-furnished property"), at the times and locations stated therein. If the Government-furnished property, suitable for its intended use, is not so delivered to the Contractor, the Contracting Officer shall, upon timely written request made by the Contractor, and if the facts warrant such action, equitably adjust any affected provision of this contract pursuant to the procedures of the "Changes" clause hereof.

(b) Title to Government-furnished property shall remain in the Government. The Contractor shall maintain adequate property control records of Government-furnished property in accordance with sound industrial practices.

(c) Unless otherwise provided in this contract, the Contractor, upon delivery to him of any Government-furnished property, assumes the risk of, and shall be responsible for, any loss thereof or damage thereto except for reasonable wear and tear, and except to the extent that such property is consumed in the performance of this contract.

(d) The Contractor shall, upon completion of this contract, prepare for shipment deliver f.o.b. origin, or dispose of all Government-furnished property not consumed in the performance of this contract or not theretofore delivered to the Government, as may be directed or authorized by the Contracting Officer. The net proceeds of any such disposal shall be credited to the contract price or paid in such other manner as the Contracting Officer may direct.



UTILIZATION OF WOMEN-OWNED BUSINESS CONCERNS (Over \$10,000)

- (a) It is the policy of the United States Government that women-owned businesses shall have the maximum practicable opportunity to participate in the performance of contracts awarded by any Federal agency.
- (b) The Contractor agrees to use his best efforts to carry out this policy in the award of subcontracts to the fullest extent consistent with the efficient performance of this contract. As used in this contract, a "woman-owned business" concern means a business that is at least 51% owned by a woman or women who also control and operate it. "Control" in this context means exercising the power to make policy decisions. "Operate" in this context means being actively involved in the day-to-day management. "Women" mean all women business owners.

(End of Clause)

U.S. DEPARTMENT OF LABOR  
 EMPLOYMENT STANDARDS ADMINISTRATION  
 WAGE AND HOUR DIVISION  
 WASHINGTON, D.C. 20210

B0780

Page 1 of 2

REGISTER OF WAGE DETERMINATIONS UNDER  
 THE SERVICE CONTRACT ACT  
 By direction of the Secretary of Labor

*Henry T. White, Jr.*

Deputy Administrator

LOCALITY	State: District of Columbia *	09
	Area: District of Columbia	001

Wage determination number: **79-355** (Rev. 1) Date: **MAY 12 1980**

Class of service employee	Minimum hourly wage	Fringe benefit payments			
		Health & Welfare	Vacation	Holiday	Other

Employed on contracts for the furnishing of microfilming services:

Camera operator	\$4.32
Document preparation clerk	3.51

Fringe benefits applicable to classes of service employees engaged in contract performance:

1/                      2/                      3/

- 1/ \$0.32 an hour or \$12.80 a week or \$55.46 a month.
- 2/ 2 weeks paid vacation after 1 year of service with a contractor or successor. Length of service includes the whole span of continuous service with the present (successor) contractor wherever employed, and with predecessor contractors in the performance of similar work at the Federal facility. (Reg. 4.171(b)(2).)
- 3/ 9 paid holidays per year: New Year's Day, Washington's Birthday, Good Friday, Memorial Day, Independence Day, Labor 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.)

This wage determination also applicable to:  
Virginia - Arlington, Fairfax, Loudoun and Prince William Counties; and independent cities of Alexandria, Fairfax, and Falls Church  
Maryland - Charles, Montgomery and Prince Georges Counties

REGISTER OF WAGE DETERMINATIONS UNDER  
 THE SERVICE CONTRACT ACT  
 By direction of the Secretary of Labor

*Henry T. White*  
 Henry T. White Deputy Administrator

LOCALITY	State: District of Columbia	09			
	Area: District of Columbia	001			
Wage determination number: 79-355 (Rev.-1)		Date: MAY 12, 1980			
Class of service employee	Minimum hourly wage	Fringe benefit payments			
		Health & Welfare	Vacation	Holiday	Other

Any class of service employee required in the performance of the contract but not listed above shall be classified by the contractor so as to provide a reasonable relationship between such classes and those listed above, and shall be paid such monetary wages as are determined by agreement (evidenced in writing) of the interested parties, who shall be deemed to be the contracting agency, the contractor, and the employees who will perform on the contract or their representatives. In the absence of an agreement, the question of proper conformable wage rates is to be submitted to the Department of Labor by the contracting officer for a final determination. (See Section 4.6(b) of Regulations 29 CFR 4).

BILLING INSTRUCTIONS FOR FIXED PRICE  
CONTRACTS AND PURCHASE ORDERS

General. The contractor shall submit vouchers or invoices as prescribed herein.

Form. Claims shall be submitted on the payee's letterhead, invoice 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 Government Printing Office, 710 North Capitol Street, Washington, DC 20801.

Number of Copies and Mailing Address. An original and six copies shall be submitted to NRC offices identified below.

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

Preparation and Itemization of the Voucher. The voucher shall be prepared in ink or typewriter (without strikeouts) and corrections or erasures must be initialed. It must include the following:

- (a) Payor's name and address. (i) Address the original voucher (with 4 copies) to: U.S. Nuclear Regulatory Commission, Division of Accounting, Office of the Controller, ATTN: GOV/COM Accounts Sections, Washington, DC 20555. (ii) Address 2 copies to: U.S. Nuclear Regulatory Commission, ATTN: E. L. Halman, Director, Division of Contracts, Washington, DC 20555. (iii) The original copy of the voucher should indicate that (2) copies have been forwarded to the Contracting Officer.
- (b) Voucher number.
- (c) Date of voucher.
- (d) Contract number and date.
- (e) Payee's name and address. (Show the name of the contractor and its correct address, except when an assignment has been made by the contractor or a different payee has been designated, then insert the name and address of the payee.)
- (f) Description of articles or services, quantity, unit price, and total amount.

- (g) Weight and zone of shipment, if shipped by parcel post.
- (h) Charges for freight or express shipments, and attached prepaid bill, if shipped by freight or express.
- (i) Instructions to consignee to notify Contracting Officer of receipt of shipment.
- (j) Final invoice marked: "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 invoices paid under the contract may not exceed the total U.S. dollars authorized in the contract.



**INSTRUCTIONS:** Use this form to obtain paper copies from microfiche or aperture cards. Submit separate requests for each microfiche of the same size. Submit one request for up to three separate aperture cards. Provide the microfiche or aperture card identifying number under the corresponding boxes. If paper copies of all pages of the microfiche are desired, "X" the appropriate size microfiche under "DUPLICATE ALL PAGES." If specific pages of a microfiche are desired, identify the pages to be duplicated by placing an "X" on the corresponding grid number.

**3. BLOWBACK SPECIFICATIONS**

MICROFICHE IDENTIFYING NUMBER (24X):	MICROFICHE IDENTIFYING NUMBER (20X):	MICROFICHE IDENTIFYING NUMBER (48X):
_____	_____	_____
_____	_____	_____
DUPLICATE ALL PAGES <input type="checkbox"/> 24X <input type="checkbox"/>	DUPLICATE ALL PAGES <input type="checkbox"/> 20X <input type="checkbox"/>	DUPLICATE ALL PAGES <input type="checkbox"/> 48X <input type="checkbox"/>
APERTURE CARD IDENTIFYING NUMBER	APERTURE CARD IDENTIFYING NUMBER	APERTURE CARD IDENTIFYING NUMBER
_____	_____	_____
_____	_____	_____

PRINT SIZE FROM APERTURE CARDS: FULL REDUCED

24X MICROFICHE														20X MICROFICHE													
A1	A2	A3	A4	A5	A6	A7	A8	A9	A10	A11	A12	A13	A14	A1	A2	A3	A4	A5	A6	A7	A8	A9	A10	A11	A12		
B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	B11	B12	B13	B14	B1	B2	B3	B4	B5	B6	B7	B8	B9	B10	B11	B12		
C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12	C13	C14	C1	C2	C3	C4	C5	C6	C7	C8	C9	C10	C11	C12		
D1	D2	D3	D4	D5	D6	D7	D8	D9	D10	D11	D12	D13	D14	D1	D2	D3	D4	D5	D6	D7	D8	D9	D10	D11	D12		
E1	E2	E3	E4	E5	E6	E7	E8	E9	E10	E11	E12	E13	E14	E1	E2	E3	E4	E5	E6	E7	E8	E9	E10	E11	E12		
F1	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12	F13	F14	F1	F2	F3	F4	F5	F6	F7	F8	F9	F10	F11	F12		
G1	G2	G3	G4	G5	G6	G7	G8	G9	G10	G11	G12	G13	G14	G1	G2	G3	G4	G5	G6	G7	G8	G9	G10	G11	G12		

48X MICROFICHE																																																							
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	43	44	45	46	47	48	49	50	51	52	53	54	55	56
57	58	59	60	61	62	63	64	65	66	67	68	69	70	71	72	73	74	75	76	77	78	79	80	81	82	83	84	85	86	87	88	89	90	91	92	93	94	95	96	97	98	99	100	101	102	103	104	105	106	107	108	109	110	111	112
113	114	115	116	117	118	119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142	143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166	167	168
169	170	171	172	173	174	175	176	177	178	179	180	181	182	183	184	185	186	187	188	189	190	191	192	193	194	195	196	197	198	199	200	201	202	203	204	205	206	207	208	209	210	211	212	213	214	215	216	217	218	219	220	221	222	223	224
225	226	227	228	229	230	231	232	233	234	235	236	237	238	239	240	241	242	243	244	245	246	247	248	249	250	251	252	253	254	255	256	257	258	259	260	261	262	263	264	265	266	267	268	269	270	271	272	273	274	275	276	277	278	279	280
281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296	297	298	299	300	301	302	303	304	305	306	307	308	309	310	311	312	313	314	315	316	317	318	319	320	321	322	323	324	325	326	327	328	329	330	331	332	333	334	335	336
337	338	339	340	341	342	343	344	345	346	347	348	349	350	351	352	353	354	355	356	357	358	359	360	361	362	363	364	365	366	367	368	369	370	371	372	373	374	375	376	377	378	379	380	381	382	383	384	385	386	387	388	389	390		

<b>4. BILLING DATA</b>		<b>5. REQUESTER DATA (if different from billing data)</b>	
NAME	ORGANIZATION (if applicable)	NAME	ORGANIZATION (if applicable)
ADDRESS (Street or P.O. Box number)	CITY STATE ZIP CODE	ADDRESS (Street or P.O. Box number)	CITY STATE ZIP CODE
TELEPHONE	AREA CODE NUMBER EXTENSION	TELEPHONE	AREA CODE NUMBER EXTENSION
HOLD FOR REQUESTER FOR PAYMENT UPON PICKUP	HOLD FOR REQUESTER AND CHARGE TO ACCOUNT NUMBER	MAIL TO THE BILLING ADDRESS WITH INVOICE	MAIL TO THE BILLING ADDRESS AND CHARGE TO ACCOUNT NUMBER

**6. SPECIAL INSTRUCTIONS**

DATE/TIME STAMP	
ORDERED	COMPLETED
_____	_____

STATISTICS FOR THE MONTH OF \_\_\_\_\_ UNDER CONTRACT \_\_\_\_\_

1. Paper to paper (sizes up to 8½ x 14)
  - A. Pages by the on-site operators \_\_\_\_\_
  - B. Pages by the off-site operators \_\_\_\_\_
  - C. Pages on the coin-operated machine \_\_\_\_\_
  - D. Total of A, B, and C \_\_\_\_\_
  
2. Paper to paper (oversized documents and engineering drawings)
  - A. Square feet by the xerographic process \_\_\_\_\_
  - B. Square feet by the photographic process \_\_\_\_\_
  
3. Microform duplicates
  - A. Microfiche \_\_\_\_\_
  - B. Aperture cards \_\_\_\_\_
  
4. Microform to hardcopy
  - A. Pages from 20X \_\_\_\_\_
  - B. Pages from 24X \_\_\_\_\_
  - C. Pages from 48X \_\_\_\_\_
  - D. Total of A, B, and C \_\_\_\_\_
  - E. Square feet of full size print from aperture cards \_\_\_\_\_
  - F. Number of reduced size prints from aperture cards \_\_\_\_\_
  
5. Orders (request forms) processed
  - A. Number of 10 CFR 9.7 transcripts (there may be several on one order) \_\_\_\_\_
  - B. Total orders \_\_\_\_\_



**ROUTING AND TRANSMITTAL SLIP**

Date 8/3/82

TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. Document Management Branch - 058		
2. PDR - V. Washington - H-St Lobby		
3.		
4.		
5.		

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

**REMARKS**

The attached solicitation and/or amendment SEC-82-474 is an advance copy forwarded to you for posting on the public bulletin board in the Public Document Room and shall remain on display for the public until the date specified for receipt of offers.

Thank you,

\*An additional copy has been forwarded to Document Control Desk.

**DO NOT use this form as a RECORD of approvals, concurrences, dispositions, clearances, and similar actions**

<b>FROM: (Name, org. symbol, Agency/Post)</b> Merle Dorsey, Procurement Clerk Administrative Contracts Branch Division of Contracts	Room No.—Bldg. AR-2223 Phone No. X24800
--	--

5041-102

U.S. GPO: 1980-341-529/20

**OPTIONAL FORM 41 (Rev. 7-76)**  
Prescribed by GSA  
FPMR (41 CFR) 101-11.206