



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

JUN 13 2003

MEMORANDUM TO: DAF

FROM: Stephen Pool
Contracting Officer
CMC2/DC/ADM

A handwritten signature in black ink, appearing to read "Stephen Pool", is written over the typed name and title.

SUBJECT: CLOSEOUT OF NRC-10-98-144

The contract with Dr. Rodney V. Burbach expired on December 14, 1999. April 23, 2001, the contract specialist requested closeout paperwork from the contractor. On May 22, 2002 a follow-up letter was mailed to the contractor requesting closeout paperwork. A third attempt was made to get the final paperwork. The documents were mailed certified receipt on April 25, 2003. The documents were returned undeliverable and the contractor can not be located by phone or by mail.

Therefore, the contract is being closed unilaterally by this memorandum. The contractor has been paid a total of \$17,285.68 and there are no funds remaining under the subject contract.

TEMPLATE - ADM001

ADM002