



U.S. NUCLEAR REGULATORY COMMISSION
**RESPONSE TO FREEDOM OF
INFORMATION ACT (FOIA) REQUEST**

FOIA — 92-261

RESPONSE TYPE

☒ FINAL ☐ PARTIAL

DATE

JUL 1 1992

DOCKET NUMBER(S) (if applicable)

REQUESTER

Mr. James G. Duffy

PART I—AGENCY RECORDS RELEASED OR NOT LOCATED (See check boxes)

☒ XX

No agency records subject to the request have been located.

No additional agency records subject to the request have been located.

Requested records are available through another public distribution program. See Comments section.

Agency records subject to the request that are identified in Appendix(es) _____ are already available for public inspection and copying at the NRC Public Document Room, 2120 L Street, N.W., Washington, DC.

Agency records subject to the request that are identified in Appendix(es) _____ are being made available for public inspection and copying at the NRC Public Document Room, 2120 L Street, N.W., Washington, DC, in a folder under this FOIA number.

The nonproprietary version of the proposal(s) that you agreed to accept in a telephone conversation with a member of my staff is now being made available for public inspection and copying at the NRC Public Document Room, 2120 L Street, N.W., Washington, DC, in a folder under this FOIA number.

Agency records subject to the request that are identified in Appendix(es) _____ may be inspected and copied at the NRC Local Public Document Room identified in the Comments section.

Enclosed is information on how you may obtain access to and the charges for copying records located at the NRC Public Document Room, 2120 L Street, N.W., Washington, DC.

Agency records subject to the request are enclosed.

Records subject to the request have been referred to another Federal agency(ies) for review and direct response to you.

Fees

You will be billed by the NRC for fees totaling \$ _____.

You will receive a refund from the NRC in the amount of \$ _____.

In view of NRC's response to this request, no further action is being taken on appeal letter dated _____ No. _____.

PART II. A—INFORMATION WITHHELD FROM PUBLIC DISCLOSURE

Certain information in the requested records is being withheld from public disclosure pursuant to the exemptions described in and for the reasons stated in Part II, B, C, and D. Any released portions of the documents for which only part of the record is being withheld are being made available for public inspection and copying in the NRC Public Document Room, 2120 L Street, N.W., Washington, DC in a folder under this FOIA number.

COMMENTS

"This determination may be appealed to the Executive Director for Operations, U. S. Nuclear Regulatory Commission, Washington, DC 20555, and should clearly state on the envelope and in the letter that it is an "Appeal from an initial FOIA decision."

SIGNATURE, DIRECTOR, DIVISION OF FREEDOM OF INFORMATION AND PUBLICATIONS SERVICES

Donnie H. Kennedy

9301070375 920701
PDR FOIA
DUFFY92-261 PDR

1. This contract is a rated order under DPAS(15 CFR 350) RATING:

2. CONTRACT NO.	3. SOLICITATION NO. RS-ADM-92-312	4. TYPE OF SOLICITATION <input checked="" type="checkbox"/> SEALED BID (IFB) <input type="checkbox"/> NEGOTIATED (RFP)
5. DATE ISSUED 03/04/92	6. REQUISITION/PURCHASE REQ. NO. ADM-92-312	
7. ISSUED BY CODE ATTN: RS-ADM-92-312 U.S. Nuclear Regulatory Commission Div. of Contracts & Property Mgmt. Contract Neg. Br. No. 1; P-1020 Washington, DC 20555	8. ADDRESS OFFER TO (If other than Item 7) Offer must be addressed as shown in Item 7. Hand-carried offers (including Express Mail & delivery services) must be delivered to the address in Item 9.	

NOTE: In sealed bid solicitations, "offer"/"offeror" mean "bid"/"bidder".

SOLICITATION

9. Sealed offers for furnishing the services or supplies in the schedule are due at 3:30 PM, Washington, DC local time on 04/03/92. Offers sent through the U.S. Mail (including U.S. Postal Service Express Mail Next Day Service - Post Office to Addressee) must be addressed to the place specified in Item 7. All hand-carried offers including those made by private delivery services (e.g. Federal Express and Airborne Express) must be delivered to 7920 Norfolk Avenue, Bethesda, Maryland 20814 and received in the depository located in Room P-1011. NRC is a secure facility with perimeter access-control and NRC personnel are not available to receive hand-carried offers except during normal working hours, 7:30 AM - 4:15 PM, Monday through Friday, excluding federal holidays. Offerors should be aware that many private carriers only make deliveries to the mail room. All offerors should allow extra time for internal mail distribution.

Offerors should clearly identify the RFP number on the outside wrapper. IFB's should have affixed the Optional Form (OF) 17, "Sealed Bid Label," on the outside wrapper.

CAUTION - LATE SUBMISSIONS, MODIFICATIONS AND WITHDRAWALS. SEE SECTION L. PROVISION NO. 52.214-7 OR 52.215-10.

All offers are subject to all terms and conditions contained in this solicitation. (See the Provision in Section L, "Proposal Presentation and Format").

10. FOR INFORMATION:	A. NAME: CALL: Mrs. Helen Hagey	B. TELEPHONE NO. (Include Area Code) (NO COLLECT CALLS) (301)492-9449
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EXCEPTION TO STANDARD FORM 33 (REV.4-85)

Prescribed by GSA
FAR(48 CFR) 53.214(c)

A/2

X SEC	11. TABLE OF CONTENTS DESCRIPTION PART I - THE SCHEDULE	PAGE(S)
A	SOLICITATION/CONTRACT FORM	
B	SUPPLIES OR SERVICES AND PRICES/COSTS	
C	DESCRIPTION/SPECIFICATIONS/WORK STATEMENT	
D	PACKAGING AND MARKING	
E	INSPECTION AND ACCEPTANCE	
F	DELIVERIES OR PERFORMANCE	
G	CONTRACT ADMINISTRATION DATA	
H	SPECIAL CONTRACT REQUIREMENTS	
	PART II - CONTRACT CLAUSES	
I	CONTRACT CLAUSES	
	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS	
J	LIST OF ATTACHMENTS	
	PART IV - REPRESENTATIONS AND INSTRUCTIONS	
K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
L	INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS	
M	EVALUATION FACTORS FOR AWARD	

OFFER (Must be fully completed by offeror)

NOTE: Item 12 does not apply if the solicitation includes the provision at 52.214-16, Minimum Bid Acceptance Period.

12. 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.

13. DISCOUNT FOR PROMPT PAYMENT (See Section I, Clause No. 52.232-8)

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

14. ACKNOWLEDGEMENT OF AMENDMENTS The offeror acknowledges receipt of amendments to the SOLICITATION for offerors and related documents numbered and dated:

AMENDMENT NO.	DATE	AMENDMENT NO.	DATE
---------------	------	---------------	------

SOLICITATION, OFFER AND AWARD
OFFER (CONTINUED)

15A. NAME AND ADDRESS OF OFFEROR	CODE	FACILITY	16. NAME AND TITLE OF PERSON AUTHORIZED TO SIGN OFFER (Type or print)
15B. TELEPHONE NO. (Include Area Code)		15C. CHECK IF REMITTANCE ADDRESS IS [] DIFFERENT FROM ABOVE - ENTER SUCH ADDRESS IN SCHEDULE	
17. SIGNATURE:		18. OFFER DATE:	

AWARD (To be completed by Government)

19. ACCEPTED AS TO ITEMS NUMBERED	20. AMOUNT	21. ACCOUNTING AND APPROPRIATION
22. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION: [] 10 U.S.C. 2304(c)(()) [] 41 U.S.C. 253(c)(())		
23. SUBMIT INVOICES TO ADDRESS SHOWN IN (4 copies unless otherwise specified)		ITEM
24. ADMINISTERED BY CODE (If other than Item 7)	25. PAYMENT WILL BE MADE BY CODE U. S. Nuclear Regulatory Commission Division of Accounting and Finance GOV/COM Accounting Section Washington, DC 20555	
26. NAME OF CONTRACTING OFFICER (Type or Print)	27. UNITED STATES OF AMERICA (Signature of Contracting Officer)	28. AWARD DATE

IMPORTANT - Award will be made on this Form or on Standard Form 26,
or by other authorized official written notice.

EXCEPTION TO STANDARD FORM 33 (REV.4-85)

Prescribed by GSA
FAR(48 CFR) 53.214(c)

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OFFERORS/BIDDERS PLEASE NOTE:

1. VERY IMPORTANT: Bidders are reminded to refer to Section M regarding demonstrations that will be required of the prospective awardee after bids are opened. It is IMPERATIVE that all bidders be prepared -- that is, have all the necessary equipment and qualified personnel -- for the demonstrations within 24 hours after the NRC Contracting Officer's telephonic notification. It is expected that the NRC Contracting Officer will provide this notification immediately after bids are opened.

2. Do NOT complete blanks identified by an asterisk (____*). This information will be provided by the Government and incorporated into any resultant contract.

PART I - THE SCHEDULE

SECTION B - SUPPLIES OR SERVICES AND PRICES/COSTS

B.1 PROJECT TITLE

The title of this project is as follows:

"Word Processing Services"

[End of Clause]

B.2 BRIEF DESCRIPTION OF WORK

a. The U.S. Nuclear Regulatory Commission (NRC) Electronic Text Processing Section provides the following word processing services for major NRC publications: typing of text, tables, and equations, several revisions to the draft publications, scanning, printing, and conversion of text and tables between its current word processing system (IBM 5520) and IBM Personal Computers (PCs) using WordPerfect software. The Contractor shall provide word processing service from handwritten, rough draft typewritten, duplicated and/or copied typewritten documents. Pick up and delivery services are required. NRC uses the following equipment and software for word processing: IBM 5520 Administrative System (Software Level 5611-552, Release 3, Mod 2) with display terminals, ink-jet printers, and telecommunication lines connected to a central processing unit and two IBM PCs and IBM PS-2s using WordPerfect Software for word processing with an optical character reader connected to a PC for scanning.

b. Work orders will be issued for work required by the NRC in accordance with the Ordering Procedures set forth in Section C - Description/Specification/Work Statement herein. The provisions of this contract shall govern all work orders issued hereunder.

c. The word processing service categories are set forth in Section B.3 - Supplies/Services and Prices. The categories are consistent with the degree of difficulty of the documents submitted to the Electronic Text Processing Section of the NRC. The prices shall include pickup and delivery services, packaging and labeling, telecommunication, retrieving from and archiving to diskettes of all work processed, and shall cover the cost of all commonly accepted trade practice operations (including preplanning), except Government-furnished property, that shall be required to provide the products in accordance with these specifications.

d. The period of performance for this contract is two years with one optional year. There are three sets of pricing sheets within Section B.3 - one set for Year One (pages 9 through 15); one set for Year Two (Pages 16 through 22) and one set for the Optional Year Three (Pages 23 through 30.) Note that for each year there are seven pages with seven different delivery requirements identified on the upper left hand side. For each of the seven pages, there are eight major service categories listed down the left hand side, and are separated into two columns -- one for proofreading and one for no proofreading.

e. For consistency in computing line prices per page, use the following table for a standard line count for pages of varying size and line spacing:

LINE COUNT PER PAGE
(Vertical and Horizontal)

Paper size	Spacing		
	Single	1½	Double
8½ x 11	51	34	25
8½ x 14	67	45	34

(End of Clause)

B.3 SERVICES AND PRICES

a. Upon receipt of a work order by the NRC Project Officer/Designated Representative, the Contractor shall provide services in accordance with Section C, "Description/Specifications/Work Statement" at the rates as set forth on the next 21 pages.

Section B

I. SAME DAY/OVERNIGHT/WEEKEND:

YEAR ONE

		PROOFREADING				NO PROOFREADING	
		Est.	Unit	Est.	Unit	Unit	Amount
		Qty.	Unit	Price	Amount	Qty.	Unit
1. TEXT							
A. Minor revision	7000 line	\$		\$		100 line	\$
B. Major revision	10000 line	\$		\$		100 line	\$
C. Initial typing	2000 line	\$		\$		100 line	\$
D. Scan, revise	750 line	\$		\$		1 line	\$
2. TABULAR (including ruling)							
From 6 to 9 columns							
A. Minor revision	1000 line	\$		\$		1 line	\$
B. Major revision	2000 line	\$		\$		1 line	\$
C. Initial typing	1000 line	\$		\$		10 line	\$
D. Scan, revise	500 line	\$		\$		1 line	\$
10 or more columns							
E. Minor revision	500 line	\$		\$		1 line	\$
F. Major revision	500 line	\$		\$		10 line	\$
G. Initial typing	50 line	\$		\$		10 line	\$
H. Scan, revise	1 line	\$		\$		1 line	\$
3. GREEK/MATHEMATICAL SYMBOLS							
Simple (5 symbols/line)							
A. Minor revision	50 line	\$		\$		10 line	\$
B. Major revision	100 line	\$		\$		10 line	\$
C. Initial typing	100 line	\$		\$		10 line	\$
Complex (6 or more symbols/line)							
D. Minor revision	50 line	\$		\$		1 line	\$
E. Major revision	100 line	\$		\$		1 line	\$
F. Initial typing	50 line	\$		\$		1 line	\$
4. PRINT ONLY HEADERS/FOOTERS							
Single or multiple lines per page							
A. Single line	2000 line	\$		\$		1 line	\$
B. Multiple lines	100 line	\$		\$		1 line	\$
5. BROADSIDE H/F's	200 line	\$		\$		1 line	\$
6. FORM LETTERS	50 page	\$		\$		1 page	\$
7. ENVELOPES/LABEL	5 each	\$		\$		1 each	\$
8. DISKETTE CONVERSION AND VERIFICATION							
A. Per diskette	10 each	\$		\$		0 each	\$ N/A
B. Per file	10 each	\$		\$		0 each	\$ N/A

Estimate subtotal 28126 lines

374 lines

Total lines (I) 28500

SUBTOTAL: \$

SUBTOTAL: \$

II. ONE WORKDAY:

		YEAR ONE							
				PROOFREADING				NO PROOFREADING	
		Est.	Unit	Unit	Amount	Est.	Unit	Unit	Amount
		Qty.		Price		Qty.		Price	
1. TEXT									
A. Minor revision	27000 line			\$		20 line		\$	
B. Major revision	50000 line			\$		20 line		\$	
C. Initial typing	12000 line			\$		50 line		\$	
D. Scan, revise	10000 line			\$		1 line		\$	
2. TABULAR (including ruling; From 6 to 9 columns)									
A. Minor revision	500 line			\$		1 line		\$	
B. Major revision	2000 line			\$		1 line		\$	
C. Initial typing	500 line			\$		1 line		\$	
D. Scan, revise 1 line									
10 or more columns									
E. Minor revision	10 line			\$		1 line		\$	
F. Major revision	2000 line			\$		1 line		\$	
G. Initial typing	500 line			\$		1 line		\$	
H. Scan, revise	1 line			\$		1 line		\$	
3. GREEK/MATHEMATICAL SYMBOLS									
Simple (5 symbols/line)									
A. Minor revision	10 line			\$		1 line		\$	
B. Major revision	100 line			\$		1 line		\$	
C. Initial typing	200 line			\$		1 line		\$	
Complex (6 or more symbols/line)									
D. Minor revision	10 line			\$		1 line		\$	
E. Major revision	100 line			\$		1 line		\$	
F. Initial typing	100 line			\$		1 line		\$	
4. PRINT ONLY HEADERS/FOOTERS									
Single or multiple lines per page									
A. Single line	100 line			\$		1 line		\$	
B. Multiple lines	10 line			\$		1 line		\$	
5. BROADSIDE H/F's	100 line			\$		1 line		\$	
6. FORM LETTERS	50 page			\$		1 page		\$	
7. ENVELOPES/LABEL	10 each			\$		1 each		\$	
8. DISKETTE CONVERSION AND VERIFICATION									
A. Per diskette	10 each			\$		0 each		\$ N/A	\$ N/A
B. Per file	10 each			\$		0 each		\$ N/A	\$ N/A

Estimate subtotal 105322 lines

110 lines

Total lines (II) 105432

SUBTOTAL: \$

SUBTOTAL: \$

III. TWO WORKDAYS:

				YEAR ONE		NO PROOFREADING	
				PROOFREADING		Unit	
				Unit	Est.	Unit	Est.
				Price	Amount	Price	Amount
				Qty.	Unit	Qty.	Unit
1. TEXT							
A. Minor revision	60000	line	\$		20	line	\$
B. Major revision	80000	line	\$		20	line	\$
C. Initial typing	20000	line	\$		50	line	\$
D. Scan, revise	15000	line	\$		1	line	\$
2. TABULAR (including ruling)							
From 6 to 9 columns							
A. Minor revision	4000	line	\$		1	line	\$
B. Major revision	3000	line	\$		1	line	\$
C. Initial typing	2000	line	\$		1	line	\$
D. Scan, revise	1	line	\$		1	line	\$
10 or more columns							
E. Minor revision	10	line	\$		1	line	\$
F. Major revision	1000	line	\$		1	line	\$
G. Initial typing	3000	line	\$		1	line	\$
H. Scan, revise	1	line	\$		1	line	\$
3. GREEK/MATHEMATICAL SYMBOLS							
Simple (5 symbols/line)							
A. Minor revision	10	line	\$		1	line	\$
B. Major revision	10	line	\$		1	line	\$
C. Initial typing	10	line	\$		1	line	\$
Complex (6 or more symbols/line)							
D. Minor revision	1	line	\$		1	line	\$
E. Major revision	500	line	\$		1	line	\$
F. Initial typing	200	line	\$		1	line	\$
4. PRINT ONLY HEADERS/FOOTERS							
Single or multiple lines per page							
A. Single line	1000	line	\$		1	line	\$
B. Multiple lines	200	line	\$		1	line	\$
5. BROADSIDE H/F's	500	line	\$		1	line	\$
6. FORM LETTERS	50	page	\$		1	page	\$
7. ENVELOPES/LABEL	50	each	\$		1	each	\$
8. DISKETTE CONVERSION AND VERIFICATION							
A. Per diskette	30	each	\$		0	each	\$ N/A
B. Per file	30	each	\$		0	each	\$ N/A

Estimate subtotal 190603 lines

110 lines

Total lines (III) 190713

SUBTOTAL: \$

SUBTOTAL: \$

IV. THREE WORKDAYS:

YEAR ONE

IV. THREE WORKDAYS:				PROOFREADING		NO PROOFREADING		
	Est.	Unit	Unit	Est.	Unit	Unit	Unit	
	Qty.	Unit	Price	Amount	Qty.	Unit	Price	Amount
1. TEXT								
A. Minor revision	35000	line	\$	\$	20	line	\$	\$
B. Major revision	60000	line	\$	\$	20	line	\$	\$
C. Initial typing	15000	line	\$	\$	50	line	\$	\$
D. Scan, revise	15000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	1000	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	2000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	10	line	\$	\$	1	line	\$	\$
F. Major revision	10	line	\$	\$	1	line	\$	\$
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	50	line	\$	\$	1	line	\$	\$
B. Major revision	200	line	\$	\$	1	line	\$	\$
C. Initial typing	200	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	100	line	\$	\$	1	line	\$	\$
E. Major revision	100	line	\$	\$	1	line	\$	\$
F. Initial typing	100	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	7000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	400	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	50	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	20	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	20	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 138012 lines

110 lines

Total lines (IV) 138122

SUBTOTAL: \$

SUBTOTAL: \$

V. FOUR WORKDAYS:

YEAR ONE

	Est.		PROOFREADING		Est.		NO PROOFREADING	
	Qty.	Unit	Unit Price	Amount	Qty.	Unit	Unit Price	Amount
1. TEXT								
A. Minor revision	20000	line	\$	\$	20	line	\$	\$
B. Major revision	40000	line	\$	\$	20	line	\$	\$
C. Initial typing	25000	line	\$	\$	50	line	\$	\$
D. Scan, revise	30000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	1000	line	\$	\$	1	line	\$	\$
B. Major revision	6000	line	\$	\$	1	line	\$	\$
C. Initial typing	2000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision	100	line	\$	\$	1	line	\$	\$
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	150	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	2000	line	\$	\$	1	line	\$	\$
F. Initial typing	2000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	3000	line	\$	\$	1	line	\$	\$
F. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	75	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	20	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	20	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 134767 lines

110 lines

Total lines (V) 134877

SUBTOTAL: \$

SUBTOTAL: \$

VI. FIVE WORKDAYS:

		PROOFREADING		YEAR ONE		NO PROOFREADING		
	Est.	Unit	Unit	Est.	Unit	Unit	Unit	
	Qty.		Price	Amount	Qty.		Price	Amount
1. TEXT								
A. Minor revision	5000	line	\$	\$	20	line	\$	\$
B. Major revision	10000	line	\$	\$	20	line	\$	\$
C. Initial typing	25000	line	\$	\$	50	line	\$	\$
D. Scan, revise	5000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	6000	line	\$	\$	1	line	\$	\$
C. Initial typing	5000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision								
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1000	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	2000	line	\$	\$	1	line	\$	\$
F. Initial typing	2000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	3000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's								
	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS								
	75	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL								
	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	30	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	30	each	\$	\$	0	each	\$ N/A	\$ N/A
Estimate subtotal		67737 lines		110 lines				
Total lines (VI)		67847						

SUBTOTAL: \$

SUBTOTAL: \$

VII. OVER FIVE WORKDAYS:

YEAR ONE

	Est. Qty.	Unit	PROOFREADING Unit Price	Amount	Est. Qty.	Unit	NO PROOFREADING Unit Price	Amount
1. TEXT								
A. Minor revision	1000	line	\$	\$	1	line	\$	\$
B. Major revision	35000	line	\$	\$	20	line	\$	\$
C. Initial typing	25000	line	\$	\$	50	line	\$	\$
D. Scan, revise	30000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	2000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	10	line	\$	\$	1	line	\$	\$
F. Major revision	100	line	\$	\$	1	line	\$	\$
G. Initial typing	300	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	10	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	2000	line	\$	\$	1	line	\$	\$
F. Initial typing	100	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	2000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/P's	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	75	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	30	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	30	each	\$	\$	0	each	\$ N/A	\$ N/A
Estimate subtotal 101557 lines					91 lines			
Total lines (VII) 101648								
Total estimate 776139								
9. MAINTENANCE \$								
SUBTOTAL: \$					SUBTOTAL: \$			

Section B

I. SAME DAY/OVERNIGHT/WEEKEND:

YEAR TWO

		PROOFREADING				NO PROOFREADING	
		Est.	Unit	Unit	Est.	Unit	Unit
		Qty.	Unit	Price	Amount	Qty.	Unit
				Price	Amount		Price
							Amount
1. TEXT							
A. Minor revision	7000 line	\$		\$		100 line	\$
B. Major revision	10000 line	\$		\$		100 line	\$
C. Initial typing	2000 line	\$		\$		100 line	\$
D. Scan, revise	750 line	\$		\$		1 line	\$
2. TABULAR (including ruling)							
From 6 to 9 columns							
A. Minor revision	1000 line	\$		\$		1 line	\$
B. Major revision	2000 line	\$		\$		1 line	\$
C. Initial typing	1000 line	\$		\$		10 line	\$
D. Scan, revise	500 line	\$		\$		1 line	\$
10 or more columns							
E. Minor revision	500 line	\$		\$		1 line	\$
F. Major revision	500 line	\$		\$		10 line	\$
G. Initial typing	50 line	\$		\$		10 line	\$
H. Scan, revise	1 line	\$		\$		1 line	\$
3. GREEK/MATHEMATICAL SYMBOLS							
Simple (5 symbols/line)							
A. Minor revision	50 line	\$		\$		10 line	\$
B. Major revision	100 line	\$		\$		10 line	\$
C. Initial typing	100 line	\$		\$		10 line	\$
Complex (6 or more symbols/line)							
D. Minor revision	50 line	\$		\$		1 line	\$
E. Major revision	100 line	\$		\$		1 line	\$
F. Initial typing	50 line	\$		\$		1 line	\$
4. PRINT ONLY HEADERS/FOOTERS							
Single or multiple lines per page							
A. Single line	2000 line	\$		\$		1 line	\$
B. Multiple lines	100 line	\$		\$		1 line	\$
5. BROADSIDE H/F's	200 line	\$		\$		1 line	\$
6. FORM LETTERS	50 page	\$		\$		1 page	\$
7. ENVELOPES/LABEL	5 each	\$		\$		1 each	\$
8. DISKETTE CONVERSION AND VERIFICATION							
A. Per diskette	10 each	\$		\$		0 each	\$ N/A
B. Per file	10 each	\$		\$		0 each	\$ N/A

Estimate subtotal 28126 lines

374 lines

Total lines (I) 28500

SUBTOTAL: \$

SUBTOTAL: \$

II. ONE WORKDAY:

		YEAR TWO		NO PROOFREADING	
		PROOFREADING		Unit	
Est.	Unit	Unit	Amount	Est.	Unit
Qty.		Price		Qty.	Price
Amount				Amount	
1. TEXT					
A. Minor revision	27000 line	\$	\$	20 line	\$
B. Major revision	50000 line	\$	\$	20 line	\$
C. Initial typing	12000 line	\$	\$	50 line	\$
D. Scan, revise	10000 line	\$	\$	1 line	\$
2. TABULAR (including ruling)					
From 6 to 9 columns					
A. Minor revision	500 line	\$	\$	1 line	\$
B. Major revision	2000 line	\$	\$	1 line	\$
C. Initial typing	500 line	\$	\$	1 line	\$
3. GREEK/MATHEMATICAL SYMBOLS					
Simple (5 symbols/line)					
A. Minor revision	10 line	\$	\$	1 line	\$
B. Major revision	100 line	\$	\$	1 line	\$
C. Initial typing	200 line	\$	\$	1 line	\$
Complex (6 or more symbols/line)					
D. Minor revision	10 line	\$	\$	1 line	\$
E. Major revision	100 line	\$	\$	1 line	\$
F. Initial typing	100 line	\$	\$	1 line	\$
4. PRINT ONLY HEADERS/FOOTERS					
Single or multiple lines per page					
A. Single line	100 line	\$	\$	1 line	\$
B. Multiple lines	10 line	\$	\$	1 line	\$
5. BROADSIDE H/F's	100 line	\$	\$	1 line	\$
6. FORM LETTERS	50 page	\$	\$	1 page	\$
7. ENVELOPES/LABEL	10 each	\$	\$	1 each	\$
8. DISKETTE CONVERSION AND VERIFICATION					
A. Per diskette	10 each	\$	\$	0 each	\$ N/A
B. Per file	10 each	\$	\$	0 each	\$ N/A

Estimate subtotal 105322 lines

110 lines

Total lines (II) 105432

SUBTOTAL: \$

SUBTOTAL: \$

III. TWO WORKDAYS:

YEAR TWO

III. TWO WORKDAYS:				PROOFREADING		NO PROOFREADING				
	Est.	Unit	Unit	Price	Amount	Est.	Unit	Unit	Price	Amount
	Qty.					Qty.				
1. TEXT										
A. Minor revision	60000	line		\$		20	line		\$	
B. Major revision	80000	line		\$		20	line		\$	
C. Initial typing	20000	line		\$		50	line		\$	
D. Scan, revise	15000	line		\$		1	line		\$	
2. TABULAR (including ruling)										
From 6 to 9 columns										
A. Minor revision	4000	line		\$		1	line		\$	
B. Major revision	3000	line		\$		1	line		\$	
C. Initial typing	2000	line		\$		1	line		\$	
D. Scan, revise	1	line		\$		1	line		\$	
10 or more columns										
E. Minor revision	10	line		\$		1	line		\$	
F. Major revision	1000	line		\$		1	line		\$	
G. Initial typing	3000	line		\$		1	line		\$	
H. Scan, revise	1	line		\$		1	line		\$	
3. GREEK/MATHEMATICAL SYMBOLS										
Simple (5 symbols/line)										
A. Minor revision	10	line		\$		1	line		\$	
B. Major revision 10 line \$ \$ 1 line \$ \$										
C. Initial typing 10 line \$ \$ 1 line \$ \$										
Complex (6 or more symbols/line)										
D. Minor revision	1	line		\$		1	line		\$	
E. Major revision	500	line		\$		1	line		\$	
F. Initial typing	200	line		\$		1	line		\$	
4. PRINT ONLY HEADERS/FOOTERS										
Single or multiple lines per page										
A. Single line	1000	line		\$		1	line		\$	
B. Multiple lines	200	line		\$		1	line		\$	
5. BROADSIDE H/F's	500	line		\$		1	line		\$	
6. FORM LETTERS	50	page		\$		1	page		\$	
7. ENVELOPES/LABEL	50	each		\$		1	each		\$	
8. DISKETTE CONVERSION AND VERIFICATION										
A. Per diskette	30	each		\$		0	each		\$ N/A	\$ N/A
B. Per file	30	each		\$		0	each		\$ N/A	\$ N/A

Estimate subtotal 190603 lines

110 lines

Total lines (III) 190713

SUBTOTAL: \$

SUBTOTAL: \$

IV. THREE WORKDAYS:

YEAR TWO

PROOFREADING				NO PROOFREADING				
	Est.		Unit	Est.		Unit		
	Qty.	Unit	Price	Amount	Qty.	Unit	Price	Amount
1. TEXT								
A. Minor revision	35000	line	\$	\$	20	line	\$	\$
B. Major revision	60000	line	\$	\$	20	line	\$	\$
C. Initial typing	15000	line	\$	\$	50	line	\$	\$
D. Scan, revise	15000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	1000	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	2000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	10	line	\$	\$	1	line	\$	\$
F. Major revision	10	line	\$	\$	1	line	\$	\$
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	50	line	\$	\$	1	line	\$	\$
B. Major revision	200	line	\$	\$	1	line	\$	\$
C. Initial typing	200	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	100	line	\$	\$	1	line	\$	\$
E. Major revision	100	line	\$	\$	1	line	\$	\$
F. Initial typing	100	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	7000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	400	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	50	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	20	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	20	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 138012 lines

110 lines

Total lines (IV) 138122

SUBTOTAL: \$

SUBTOTAL: \$

V. FOUR WORKDAYS:

			PROOFREADING		YEAR TWO		NO PROOFREADING	
	Est.	Unit	Unit	Amount	Est.	Unit	Unit	Amount
	Qty.		Price		Qty.		Price	
1. TEXT								
A. Minor revision	20000	line	\$	\$	20	line	\$	\$
B. Major revision	40000	line	\$	\$	20	line	\$	\$
C. Initial typing	25000	line	\$	\$	50	line	\$	\$
D. Scan, revise	30000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	1000	line	\$	\$	1	line	\$	\$
B. Major revision	6000	line	\$	\$	1	line	\$	\$
C. Initial typing	2000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision	100	line	\$	\$	1	line	\$	\$
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	150	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	2000	line	\$	\$	1	line	\$	\$
F. Initial typing	2000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	3000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	75	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								\$
A. Per diskette	20	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	20	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 134767 lines

110 lines

Total lines (V) 134877

SUBTOTAL: \$

SUBTOTAL: \$

VI. FIVE WORKDAYS:

			PROOFREADING		YEAR TWO		NO PROOFREADING	
	Est. Qty.	Unit	Unit Price	Amount	Est. Qty.	Unit	Unit Price	Amount
1. TEXT								
A. Minor revision	5000	line	\$	\$	20	line	\$	\$
B. Major revision	10000	line	\$	\$	20	line	\$	\$
C. Initial typing	25000	line	\$	\$	50	line	\$	\$
D. Scan, revise	5000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	6000	line	\$	\$	1	line	\$	\$
C. Initial typing	5000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision	500	line	\$	\$	1	line	\$	\$
G. Initial typing	1000	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	2000	line	\$	\$	1	line	\$	\$
F. Initial typing	2000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	3000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	75	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								\$
A. Per diskette	30	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	30	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 67737 lines

110 lines

Total lines (VI) 67847

SUBTOTAL: \$

SUBTOTAL: \$

VII. OVER FIVE WORKDAYS:

YEAR TWO

VII. OVER FIVE WORKSHEETS:				PROOFREADING		NO PROOFREADING			
	Est.	Unit	Unit	Price	Amount	Est.	Unit	Price	Amount
	Qty.					Qty.			
1. TEXT									
A. Minor revision	1000	line		\$		1	line	\$	
B. Major revision	35000	line		\$		20	line	\$	
C. Initial typing	25000	line		\$		50	line	\$	
D. Scan, revise	30000	line		\$		1	line	\$	
2. TABULAR (including ruling)									
From 6 to 9 columns									
A. Minor revision	100	line		\$		1	line	\$	
B. Major revision	1000	line		\$		1	line	\$	
C. Initial typing	2000	line		\$		1	line	\$	
D. Scan, revise	1	line		\$		1	line	\$	
10 or more columns									
E. Minor revision	10	line		\$		1	line	\$	
F. Major revision	100	line		\$		1	line	\$	
G. Initial typing	300	line		\$		1	line	\$	
H. Scan, revise	1	line		\$		1	line	\$	
3. GREEK/MATHEMATICAL SYMBOLS									
Simple (5 symbols/line)									
A. Minor revision	10	line		\$		1	line	\$	
B. Major revision	1000	line		\$		1	line	\$	
C. Initial typing	1000	line		\$		1	line	\$	
Complex (6 or more symbols/line)									
D. Minor revision	250	line		\$		1	line	\$	
E. Major revision	2000	line		\$		1	line	\$	
F. Initial typing	100	line		\$		1	line	\$	
4. PRINT ONLY HEADERS/FOOTERS									
Single or multiple lines per page									
A. Single line	2000	line		\$		1	line	\$	
B. Multiple lines	200	line		\$		1	line	\$	
5. BROADSIDE H/F's	300	line		\$		1	line	\$	
6. FORM LETTERS	75	page		\$		1	page	\$	
7. ENVELOPES/LABEL	50	each		\$		1	each	\$	
8. DISKETTE CONVERSION AND VERIFICATION									
A. Per diskette	30	each		\$		0	each	\$ N/A	\$ N/A
B. Per file	30	each		\$		0	each	\$ N/A	\$ N/A

Estimate subtotal 101557 lines

91 lines

Total lines (VII) 101648

Total estimate 776139

9. MAINTENANCE

SUBTOTAL: \$

SUBTOTAL: \$

I. SAME DAY/OVERNIGHT/WEEKEND:

YEAR THREE

	Est. Qty.	Unit	PROOFREADING Unit Price	Amount	Est. Qty.	Unit	NO PROOFREADING Unit Price	Amount
1. TEXT								
A. Minor revision	4000	line	\$	\$	100	line	\$	\$
B. Major revision	7000	line	\$	\$	100	line	\$	\$
C. Initial typing	1000	line	\$	\$	100	line	\$	\$
D. Scan, revise	500	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	700	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	700	line	\$	\$	10	line	\$	\$
D. Scan, revise	400	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	300	line	\$	\$	1	line	\$	\$
F. Major revision	400	line	\$	\$	10	line	\$	\$
G. Initial typing	1	line	\$	\$	10	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	30	line	\$	\$	10	line	\$	\$
B. Major revision	50	line	\$	\$	10	line	\$	\$
C. Initial typing	50	line	\$	\$	10	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	50	line	\$	\$	1	line	\$	\$
E. Major revision	50	line	\$	\$	1	line	\$	\$
F. Initial typing	25	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	1000	line	\$	\$	1	line	\$	\$
B. Multiple lines	50	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	100	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	25	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	1	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	5	each	\$	\$	0	each	\$_N/A_	\$_N/A_
B. Per file	5	each	\$	\$	0	each	\$_N/A_	\$_N/A_
Estimate subtotal	17443 lines		374 lines					
Total lines (I)	17817							
SUBTOTAL: \$			SUBTOTAL: \$					

II. ONE WORKDAY:

YEAR THREE

PROOFREADING

NO PROOFREADING

	Est. Qty.	Unit	Unit Price	Amount	Est. Qty.	Unit	Unit Price	Amount
1. TEXT								
A. Minor revision	14000	line	\$		20	line	\$	
B. Major revision	25000	line	\$		20	line	\$	
C. Initial typing	7000	line	\$		50	line	\$	
D. Scan, revise	6000	line	\$		1	line	\$	
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	300	line	\$		1	line	\$	
B. Major revision	1000	line	\$		1	line	\$	
C. Initial typing	250	line	\$		1	line	\$	
D. Scan, revise	1	line	\$		1	line	\$	
10 or more columns								
E. Minor revision	5	line	\$		1	line	\$	
F. Major revision	1000	line	\$		1	line	\$	
G. Initial typing	250	line	\$		1	line	\$	
H. Scan, revise	1	line	\$		1	line	\$	
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	5	line	\$		1	line	\$	
B. Major revision	50	line	\$		1	line	\$	
C. Initial typing	100	line	\$		1	line	\$	
Complex (6 or more symbols/line)								
D. Minor revision	10	line	\$		1	line	\$	
E. Major revision	100	line	\$		1	line	\$	
F. Initial typing	75	line	\$		1	line	\$	
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	50	line	\$		1	line	\$	
B. Multiple lines	5	line	\$		1	line	\$	
5. BROADSIDE H/F's	70	line	\$		1	line	\$	
6. FORM LETTERS	30	page	\$		1	page	\$	
7. ENVELOPES/LABEL	5	each	\$		1	each	\$	
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	20	each	\$		0	each	\$ N/A	\$ N/A
B. Per file	20	each	\$		0	each	\$ N/A	\$ N/A

Estimate subtotal 55347 lines

110 lines

Total lines (II) 55457

SUBTOTAL: \$

SUBTOTAL: \$

III. TWO WORKDAYS:

YEAR THREE

			PROOFREADING				NO PROOFREADING	
	Est.	Unit	Unit	Amount	Est.	Unit	Unit	Amount
	Qty.		Price		Qty.		Price	
1. TEXT								
A. Minor revision	40000	line	\$	\$	20	line	\$	\$
B. Major revision	50000	line	\$	\$	20	line	\$	\$
C. Initial typing	13000	line	\$	\$	50	line	\$	\$
D. Scan, revise	12000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	2000	line	\$	\$	1	line	\$	\$
B. Major revision	13000	line	\$	\$	1	line	\$	\$
C. Initial typing	1500	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	10	line	\$	\$	1	line	\$	\$
F. Major revision	700	line	\$	\$	1	line	\$	\$
G. Initial typing	2000	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	10	line	\$	\$	1	line	\$	\$
B. Major revision	10	line	\$	\$	1	line	\$	\$
C. Initial typing	10	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	1	line	\$	\$	1	line	\$	\$
E. Major revision	400	line	\$	\$	1	line	\$	\$
F. Initial typing	200	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	700	line	\$	\$	1	line	\$	\$
B. Multiple lines	100	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	400	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	25	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	10	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	40	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	40	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 136158 lines

110 lines

Total lines (III) 136268

SUBTOTAL: \$

SUBTOTAL: \$

IV. THREE WORKDAYS:

YEAR THREE

	Est.		PROOFREADING		Est.		NO PROOFREADING	
	Qty.	Unit	Price	Amount	Qty.	Unit	Price	Amount
1. TEXT								
A. Minor revision	22000	line	\$	\$	10	line	\$	\$
B. Major revision	40000	line	\$	\$	20	line	\$	\$
C. Initial typing	9000	line	\$	\$	50	line	\$	\$
D. Scan, revise	10000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	700	line	\$	\$	1	line	\$	\$
B. Major revision	700	line	\$	\$	1	line	\$	\$
C. Initial typing	1200	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	10	line	\$	\$	1	line	\$	\$
F. Major revision	10	line	\$	\$	1	line	\$	\$
G. Initial typing	300	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	50	line	\$	\$	1	line	\$	\$
B. Major revision	100	line	\$	\$	1	line	\$	\$
C. Initial typing	200	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	50	line	\$	\$	1	line	\$	\$
E. Major revision	100	line	\$	\$	1	line	\$	\$
F. Initial typing	100	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	3000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	300	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	25	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	30	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								
A. Per diskette	40	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	40	each	\$	\$	0	each	\$ N/A	\$ N/A
Estimate subtotal	88157	lines			100	lines		
Total lines (IV)	88257							

SUBTOTAL: \$

SUBTOTAL: \$

V. FOUR WORKDAYS:

			PROOFREADING		YEAR THREE		NO PROOFREADING	
	Est. Qty.	Unit	Unit Price	Amount	Est. Qty.	Unit	Unit Price	Amount
1. TEXT								
A. Minor revision	12000	line	\$	\$	20	line	\$	\$
B. Major revision	30000	line	\$	\$	20	line	\$	\$
C. Initial typing	15000	line	\$	\$	50	line	\$	\$
D. Scan, revise	15000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	700	line	\$	\$	1	line	\$	\$
B. Major revision	3000	line	\$	\$	1	line	\$	\$
C. Initial typing	1500	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision	100	line	\$	\$	1	line	\$	\$
G. Initial typing	500	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	150	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	1000	line	\$	\$	1	line	\$	\$
F. Initial typing	1000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	2000	line	\$	\$	1	line	\$	\$
B. Multiple lines	200	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	250	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	40	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	40	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								\$
A. Per diskette	50	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	50	each	\$	\$	0	each	\$ N/A	\$ N/A

Estimate subtotal 84932 lines

110 lines

Total lines (V) 85042

SUBTOTAL: \$

SUBTOTAL: \$

YEAR THREE

VI. FIVE WORKDAYS:

	Est.		PROOFREADING		Est.		NO PROOFREADING	
	Qty.	Unit	Unit Price	Amount	Qty.	Unit	Unit Price	Amount
1. TEXT								
A. Minor revision	4000	line	\$	\$	20	line	\$	\$
B. Major revision	7000	line	\$	\$	20	line	\$	\$
C. Initial typing	15000	line	\$	\$	50	line	\$	\$
D. Scan, revise	4000	line	\$	\$	1	line	\$	\$
2. TABULAR (including ruling)								
From 6 to 9 columns								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	4000	line	\$	\$	1	line	\$	\$
C. Initial typing	3000	line	\$	\$	1	line	\$	\$
D. Scan, revise	1	line	\$	\$	1	line	\$	\$
10 or more columns								
E. Minor revision	100	line	\$	\$	1	line	\$	\$
F. Major revision	500	line	\$	\$	1	line	\$	\$
G. Initial typing	1000	line	\$	\$	1	line	\$	\$
H. Scan, revise	1	line	\$	\$	1	line	\$	\$
3. GREEK/MATHEMATICAL SYMBOLS								
Simple (5 symbols/line)								
A. Minor revision	100	line	\$	\$	1	line	\$	\$
B. Major revision	1000	line	\$	\$	1	line	\$	\$
C. Initial typing	1000	line	\$	\$	1	line	\$	\$
Complex (6 or more symbols/line)								
D. Minor revision	250	line	\$	\$	1	line	\$	\$
E. Major revision	1000	line	\$	\$	1	line	\$	\$
F. Initial typing	1000	line	\$	\$	1	line	\$	\$
4. PRINT ONLY HEADERS/FOOTERS								
Single or multiple lines per page								
A. Single line	1500	line	\$	\$	1	line	\$	\$
B. Multiple lines	100	line	\$	\$	1	line	\$	\$
5. BROADSIDE H/F's	200	line	\$	\$	1	line	\$	\$
6. FORM LETTERS	50	page	\$	\$	1	page	\$	\$
7. ENVELOPES/LABEL	50	each	\$	\$	1	each	\$	\$
8. DISKETTE CONVERSION AND VERIFICATION								\$
A. Per diskette	50	each	\$	\$	0	each	\$ N/A	\$ N/A
B. Per file	50	each	\$	\$	0	each	\$ N/A	\$ N/A
Estimate subtotal	45052	lines			110	lines		
Total lines (VI)	45162							

SUBTOTAL: \$

SUBTOTAL: \$

VII. OVER FIVE WORKDAYS:

		PROOFREADING		YEAR THREE		NO PROOFREADING	
	Est.	Unit	Unit	Amount	Est.	Unit	Amount
	Qty.		Price		Qty.	Price	
1. TEXT							
A. Minor revision	1000	line	\$ _____	\$ _____	1	line	\$ _____
B. Major revision	20000	line	\$ _____	\$ _____	20	line	\$ _____
C. Initial typing	12000	line	\$ _____	\$ _____	50	line	\$ _____
D. Scan, revise	10000	line	\$ _____	\$ _____	1	line	\$ _____
2. TABULAR (including ruling)							
From 6 to 9 columns							
A. Minor revision	100	line	\$ _____	\$ _____	1	line	\$ _____
B. Major revision	500	line	\$ _____	\$ _____	1	line	\$ _____
C. Initial typing	1000	line	\$ _____	\$ _____	1	line	\$ _____
D. Scan, revise	1	line	\$ _____	\$ _____	1	line	\$ _____
10 or more columns							
E. Minor revision	10	line	\$ _____	\$ _____	1	line	\$ _____
F. Major revision	100	line	\$ _____	\$ _____	1	line	\$ _____
G. Initial typing	300	line	\$ _____	\$ _____	1	line	\$ _____
H. Scan, revise	1	line	\$ _____	\$ _____	1	line	\$ _____
3. GREEK/MATHEMATICAL SYMBOLS							
Simple (5 symbols/line)							
A. Minor revision	10	line	\$ _____	\$ _____	1	line	\$ _____
B. Major revision	700	line	\$ _____	\$ _____	1	line	\$ _____
C. Initial typing	700	line	\$ _____	\$ _____	1	line	\$ _____
Complex (6 or more symbols/line)							
D. Minor revision	250	line	\$ _____	\$ _____	1	line	\$ _____
E. Major revision	1200	line	\$ _____	\$ _____	1	line	\$ _____
F. Initial typing	400	line	\$ _____	\$ _____	1	line	\$ _____
4. PRINT ONLY HEADERS/FOOTERS							
Single or multiple lines per page							
A. Single line	1200	line	\$ _____	\$ _____	1	line	\$ _____
B. Multiple lines	150	line	\$ _____	\$ _____	1	line	\$ _____
5. BROADSIDE H/F's	150	line	\$ _____	\$ _____	1	line	\$ _____
6. FORM LETTERS	50	page	\$ _____	\$ _____	1	page	\$ _____
7. ENVELOPES/LABEL	50	each	\$ _____	\$ _____	1	each	\$ _____
8. DISKETTE CONVERSION AND VERIFICATION							
A. Per diskette	40	each	\$ _____	\$ _____	0	each	\$ N/A
B. Per file	40	each	\$ _____	\$ _____	0	each	\$ N/A
Estimate subtotal 49952 lines					91 lines		
Total lines (VII)		50043					
Total estimate		478046					
9. MAINTENANCE		\$ _____					

SUBTOTAL: \$ _____

SUBTOTAL: \$ _____

b. Orders will be issued for work required by the NRC in accordance with 52.216-18 - Ordering. Only Contracting Officers of the NRC or other individuals specifically authorized under this contract may authorize the initiation of work under this contract. The provisions of this contract shall govern all orders issued hereunder.

[End of Clause]

B.4 CONSIDERATION AND OBLIGATION--DELIVERY ORDERS
(JUN 1988)

a. The total estimated amount of this contract (ceiling) for the products/services ordered, delivered, and accepted under this contract is ____*____. The Contracting Officer may unilaterally increase this amount as necessary for orders to be placed with the contractor during the contract period provided such orders are within any maximum ordering limitation prescribed under this contract.

b. The amount presently obligated with respect to this contract is ____*____. The Contracting Officer may issue orders for work up to amount presently obligated. This obligated amount may be unilaterally increased from time to time by the Contracting Officer by written modification to this contract. The obligated amount shall, at no time, exceed the contract ceiling as specified in paragraph a above. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this contract. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk.

[End of Clause]

SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT

C.1 STATEMENT OF WORK

C.1.1. BACKGROUND

The Electronic Text Processing Section (ETPS) of the U. S. Nuclear Regulatory Commission (NRC) receives documents from all of the NRC's offices to process through its automated word-processing systems and prepares a final, camera-ready copy for publishing. Approximately one-third of this work is processed by a Contractor so that NRC schedules can be met.

For its word processing service, NRC currently uses an IBM 5520 Administrative System for 85% of the work, as well as personal computers, using WordPerfect 5.0 and/or 5.1, for the remaining 15% of the work. As the NRC is moving toward replacing the IBM 5520 Administrative System with personal computers using WordPerfect 5.0 and/or 5.1 over the period of performance of this contract, the percentage of word processing service via the IBM 5520 Administrative System will decrease and the percentage of word processing service via the personal computer/WordPerfect will increase.

C.1.2. ORDERING PROCEDURES

All services to be furnished under this contract shall be ordered by issuance of Work Orders, NRC Form 302, (refer to Section J - List of Attachments) by the individuals designated in Section G.1 - Project Officer Authority of the contract. Such orders may be issued from the effective date of the contract through the end of the period of performance. All work orders are subject to the terms and conditions of this contract. In the event of conflict between a work order and this contract, the contract shall control. The Work Order specifies the type of service the Contractor shall perform and the date the completed work shall be returned to the NRC. Work Orders may be issued at the sole option of the NRC. A work order is considered "issued" when the Contractor picks up the work order. The NRC reserves the right to withdraw a work order from the Contractor at any time and the Contractor will be paid for any work already performed on the work order.

The Contractor shall be obligated to perform the services specified in each Work Order issued during the term of this contract unless a task is rejected because of illegible handwriting. If rejected, the Contractor shall within two hours of receiving a Work Order give oral or written notification of such rejection to the Project Officer. The Contractor's oral rejection of any Work Order shall be followed up in writing to the

Project Officer within 24 hours and shall specify the reason(s) for the rejection.

C.1.3. SCOPE OF WORK

Upon receipt of a Work Order, the Contractor shall furnish all facilities, equipment, materials, labor, and miscellaneous supplies and services, including transportation for pickup and delivery, required to perform word processing and other related services for the ETPS.

The Contractor shall use only qualified and competent personnel fully trained in proofreading and word processing in the performance of the work hereunder and shall perform the services in accordance with the instructions provided on the Work Order, the quality standards specified in "Quality Standards for Completed Work," and the coding/formatting/printing standards specified below.

It shall be the responsibility of the Contractor to assure that someone in its employ (not an answering service) is available to accept oral (telephone) Work Orders and answer work status inquiries from the ordering office between 7:30 a.m. and 4:30 p.m. on each of the NRC's regular workdays. Any service required under this contract may be ordered by a telephone call to the Contractor from the Project Officer or designated representatives.

Prior to transmittal of a Work Order to the Contractor, the Project Officer or the designated representatives may place a telephone call to the Contractor to advise that a written Work Order will be forthcoming. The written Work Order shall accompany the work and be dated and consecutively numbered, be made a part of the contract file, and shall set forth the following information as applicable:

1. services being ordered
2. delivery date required
3. the format to be used
4. what to name the document on the system
5. the expected pricing categories to be used
6. line spacing and paper size
7. diskette ID, if applicable, and
8. any special instructions or requirements, including the names, locations, and telephone numbers of NRC personnel to be contacted with regard to the services ordered.

C.1.4. QUALITY STANDARDS FOR COMPLETED WORK

The documents word processed hereunder shall be of the highest quality in every respect: error free, clean, clearly legible, free of smears, smudges, or foreign material, and suitable for electrostatic copying, and/or subsequent plate-making for lithographic (offset) duplication.

The Contractor shall comply with all instructions set forth on the

Work Order.

The Contractor shall update the table of contents to reflect the section headings of the reports, and prepare a table of contents when requested for documents that have none.

All work performed shall be under the technical supervision of the Contractor. In the event a subcontractor is used on this contract, the prime Contractor shall ensure that all terms and conditions are met.

C.1.5. EQUIPMENT REQUIREMENTS

For word processing, ETPS uses the IBM 5520 Administrative System (a shared-logic system) with IBM 5253 display terminals, IBM 5258 ink-jet printer, and telecommunication lines connected to the 5525 central processing unit. This IBM 5520 Administrative System presently uses software release 5611-SS2, Release 3, Mod. 2. ETPS also uses IBM PC's and IBM PS-2's using WordPerfect software for word processing input, revision, conversion between WordPerfect and the IBM 5520 Administration System, and printing on Hewlett Packard Laserjet IID. A optical character reader (scanner) is connected to one of the PC's for word processing.

The stored version of work to be processed by the Contractor will be telecommunicated (transmitted) between ETPS' IBM 5520 Administration System and the Contractor's equipment. In some cases, the stored version will have been archived onto an IBM 5520 8-inch diskette and the diskette will be sent to the Contractor along with the hard copy submitted. The Contractor shall have on hand, prior to the award of the contract, equipment which meets or exceeds the following minimum functional requirements and specifications.

A. The Contractor's equipment must be able to receive, recognize, and revise NRC documents, and transmit the completed documents to the ETPS' IBM 5520 Administrative System so that there shall be no need for either the NRC or the Contractor to change, alter, modify, delete, or retype any of the following coded symbols, characters, functions, or embedded instructions.

1. greek and math symbols
2. required spaces
3. required returns
4. required hyphens
5. required tabs
6. regular tabs for charts - shall not be converted to spaces
7. decimal tabs
8. centering
9. text underscore
10. super- and sub-script alpha and numeric characters
11. embedded instructions, such as:
 - a. "skip" to a designated line
 - b. "keep" these lines together - do not break when

adjusting page lengths (pagination).

B. The Contractor's equipment shall also be able to receive, recognize, and transmit the formatting information (transparent from the text on each page) so that there shall be no need for either ETPS or the Contractor to change, alter, modify, delete, retype, or reformat the following:

1. header and footer information (automatic page numbers, current system date, system document name, document title (other than system document name,) reference numbers, etc.).
2. primary format with parameters assigned for the whole document, and alternate format within the document that specify:
 - a. left and right margins, tabs, line spacing
 - b. first line for header and beginning of text and last line for end of text and footer
 - c. right margin justification - spaces shall be inserted automatically when the document prints and the spaces shall not display on the screen
 - d. page numbers to be printed at the top or bottom of the page in the left, right or center position - on all pages, or on all but the first page
 - e. to begin page numbering (e.g., start numbering with page number 1 on page 5 of the stored version)
 - f. printer paper drawer source: top or bottom drawer; or bottom drawer for the first page and top drawer for all other pages (e.g., to print first page on letterhead)
 - g. line numbering at right or left margins
 - h. stop printer instructions: to stop the printer for inserting special paper.
3. individual page format changes to specify:
 - a. changing paper drawer source (e.g., to print on 14 x 8.5" paper or letterhead from bottom drawer)
 - b. roman numeral page numbers on front matter of document (e.g., table of contents, abstract, etc.)
 - c. resumption of automatic page numbering.
4. line format changes within a page to change margins, tabs, line spacing, and no adjustment of line endings.
5. format changes for footnotes to specify:
 - a. which method is to be used for footnote references (alpha, numeric, or other designation)
 - b. where the footnote will be placed in paginating and printing the document.

C. The Contractor's equipment shall have a keyboard that matches

the ETPS' IBM 5520 Administrative System keyboard so that there shall be no need for either ETPS or the Contractor to change, alter, modify, delete or retype any of the keyboard characters. ETPS uses a 96-character keyboard. Refer to Section J - List of Attachments for a sample copy of the ETPS' IBM 5520 Administrative System keyboard and the positions of all keyboard characters.

- D. The Contractor's equipment shall be able to match the ink jet print of NRC documents so that all document sections look identical.

The NRC uses an IBM 5258 ink-jet printer to print all final documents, and draft documents with special format or unique character requirements. These documents may contain several sections and range up to 600 pages. The NRC also uses an IBM 6670 information processor or an IBM 5219 impact printer for drafts.

The 5258 ink-jet printer contains the following type styles:

1. Letter Gothic - 12 pitch
2. Symbol - 12 pitch
3. Prestige Elite - 12 pitch

- E. The Contractor's equipment shall be able to match the type of the NRC's laser printers for printing WordPerfect documents. Laser printers shall be Hewlett Packard Laserjet IID-compatible, able to print using "Letter Gothic, Times Roman, and Courier" fonts as well as greek and math symbols.
- F. The Contractor's equipment shall be able to transmit the document with its name so the NRC can recognize the document as it is being retrieved, delete the old stored version, and use the same name on the updated version.
- G. The Contractor's equipment shall be able to receive and store up to at least 1,000 pages of text during transmission so that ETPS can transmit all documents in its IBM 5520 Administrative System to the Contractor's mailbox, thereby eliminating any need to split up documents and transmit them to several mailboxes.
- H. The Contractor's equipment shall be able to transmit the document so that ETPS receives the document exactly as it is shown on the printed copy. The page number on the printed copy must match the page number of the stored version.
- I. The Contractor shall perform optical character reading (scanning) that shall recognize typewritten text of:
1. type styles of 12-pitch - letter gothic and prestige elite; 10-pitch - courier
 2. different spacing on any page (single, 1½, double, triple)
 3. underscores

4. tabs - to separate columns of numbers
 5. copied documents ("Xerox" copy)
 6. impact, ink jet and laser print
- J. The Contractor shall have a telecommunication modem that is compatible with the NRC's Western Electric 201C switched modem with a speed of 2400 bits per second, and strapping options of:
1. A1 Transmitter timing - internal
 2. B4 Auto answer controlled by DTR only
 3. C5 Ring indicator on EIA Interface Pin 22
 4. D7 Continuous receiver bit clock in
 5. E9 EIA Interface Pin 18 initiates local analog loop back
 6. F11 Signal ground connected to frame ground

The Contractor shall also have an autocal unit that automatically dials the telephone numbers of the ETPS' IBM 5520 Administrative System.

This equipment will be used for telecommunicating documents between ETPS' IBM 5520 Administrative System and the Contractor's equipment.

C.1.6. SPECIFICATIONS

A. Submission of Documents

Documents to be word processed will be submitted to the Contractor in various forms:

1. For first-time typing: handwritten and rough draft typewritten.
2. For scanning into system using an optical character reader: typewritten originals or photocopies of documents. For drafts marked in other than red felt-tip pen, the original and a marked up draft will be submitted together, whenever possible.
3. For revision: typewritten documents with changes that may have been cut and pasted with several inserts and deletions. Stored version of the IBM 5520 Administrative System documents will be transmitted to the Contractor's equipment, or archived onto 8" diskettes which accompany the Work Order. Stored version of work may also be sent to the Contractor on 5-1/4" or 3-1/2" diskettes using WordPerfect. (Inserts may have been transmitted to the ETPS' IBM 5520 Administrative System from various NRC systems. The Contractor shall "clean up" this material. See "Definition of Terms" below for an explanation of "clean up.")

B. Categories of Services Requested:

1. Type rough drafts (with no proofreading required)

2. Type and proofread
3. Scan and revise with proofreading
4. Revise and proofread changes only
5. Type and proofread; minor markups are acceptable
6. Revise and proofread; minor markups are acceptable
7. Diskette conversion (diskette sizes 8", 5-1/4", and 3-1/2")
8. Print footers

C. Format Instructions

1. A Format Handbook will be supplied to the Contractor that contains frequently used formats, specifying the paper size, line spacing, typestyle, etc. The NRC Editorial Style Guide (NIREG-1379) shall be used as the reference to publication style.
2. Line endings shall be as close as possible to the right margin specified in the document format. To accomplish this, hyphenate frequently at the right margin using an adjust zone of 3.
3. Existing tables of contents shall be updated to reflect changes in document headings and the page numbers where the headings appear. The Contractor shall create a table of contents for documents when requested.
4. Footer information - Page numbers, the name of the document, and, as needed, the section of the report must appear at bottom of each page (create in the footer parameter of the document format.) Exception is "final, final" where the section number will not appear.
5. The paper copy shall be printed using the following typestyles: 12-pitch letter gothic, prestige elite or symbol on the IBM 5258 ink jet printer or 5219 impact printer, or letter gothic, courier, or Thames Roman on the Hewlett Packard laserjet IID printer. Substitution of type styles ordered shall not be made without the prior approval of the Project Officer.
6. Paper (white writing sub 40 paper 8 1/2 x 11" and 8 1/2 x 14") shall be supplied by the Contractor. NRC letterhead, logos, and oversize paper shall be furnished by NRC. Charts and tables will occasionally be requested to be printed horizontally on 8 1/2 x 14" paper.
7. Imprint on paper using a printer that matches the ink-jet print of an IBM ink jet printer and an Hewlett Packard Laserjet, whichever is requested.

D. Document Delivery

The Contractor shall refer to Subsection F.3 for specific delivery requirements and shall deliver the completed project that

will include the following:

1. The entire copy of the report submitted to the Contractor.
2. One original printed copy of the completed work.
3. A file copy - An updated copy of the first and last page of the document, showing title, date, work order number, originator's name and Contractor contact for each job processed.
4. The updated stored version of the document. The Contractor shall transmit the stored version of the completed work to the ETPS' IBM 5520 Administrative System by the time the printed copy is delivered to NRC. At their discretion, ETPS may send IBM 5520 Administrative System documents archived onto 8" diskettes and request the Contractor to return the revised documents re-archived onto 8" diskettes, with an updated, alphabetized list of the diskette contents.

If the telecommunication function is "down," document(s) shall be archived onto double density (2D) 8" diskettes that are IBM 5520 Administrative System compatible. A list of diskette contents shall be inserted in the diskette jacket and returned with the printed copy.

Updated stored version of WordPerfect documents on 5-1/4" or 3-1/2" diskettes submitted.

5. The Work Order submitted to the Contractor shall be completed with the costs for processing the work. The Contractor shall complete legibly the bottom half of the Work Order with the number of pages processed, number of lines per page, cost categories used, total number of lines processed, and total cost, and return the Work Order with the completed project. Under the "number of pages" column, anything less than 1/2 page equals 1/2 a page.

C.2 DEFINITION OF TERMS

1. Broadside - A broadside page is one designed to be read normally when the page is turned 90 degrees to the right. Wide figures and tables are often printed broadside. The left side of a broadside figure or table is the bottom of a vertical page.
2. Broadside header/footer - Broadside pages must be repositioned in the printer drawer in order to print headers and footers (including page numbers) at the top and bottom, respectively, of a vertical page. Printing headers and footers on broadside pages shall be charged at \$1 per line rate. For example, a one-line footer printed on 10 broadside

pages equals 10 lines. See Category 5 in Section B.3.

3. Clean up - Documents from NRC word processing systems shall be converted to the ETPS' IBM 5520 Administrative System. The Contractor shall reformat line spacing, line length, headers and footers, reset tabs, margins, and rekey symbols and equations. Clean up shall be charged at the rates for minor or major revisions (see Section B.3.)
4. Comparative text - A method of showing where changes have been made to a document. The text to be deleted is hyphenated through (~~the~~) and text to be added is underscored (an). For example, "This~~private~~public issue shall be discussed~~soon~~at a later date." Revisions shall be charged at the rates for minor or major revision (see Section B.3.)
5. Diskette conversion and verification - The Contractor shall be able to convert complete diskettes or diskette files to and from an IBM PC and an IBM 5520 Administrative System using Displaywrite 4, WordPerfect and ASCII formats and verify that the data converted is in revisable form.
6. Distribution - Distribution on the ETPS' IBM 5520 Administrative System is synonymous with transmission or telecommunications. Distribution profiles shall be established between ETPS' IBM 5520 Administrative System and the Contractor's equipment to transmit documents between systems.
7. Draft - A document usually prepared in 1-1/2 spacing that will be revised several times with tables and figures placed at the end of each section, unless otherwise requested.
8. Formats - Samples of ETPS formats, plus instructions for margins, line spacing, page numbering, etc., are described in the NRC's "Format Handbook." Each format is numbered for easy reference.
9. Final, final - A document that is camera-ready for publishing in which tables and figures are placed immediately after where first mentioned in the text, unless otherwise requested. Also, the footer may change to include only the document title and the page numbers. The section number will not appear in the "final" footer.
10. Header/footer - Information that is put at the bottom (footer) or top (header) of each page. This information could include the page number, document title, or other identifier. The rates as set forth in Section B.3 shall be used for printing pages with revisions to headers/footers only. There shall be no revisions to the text on the pages requiring printing.
11. Initial typing - Typing document for first time to store text on magnetic media.

12. Lines per page - For consistency in determining lines for different size pages, the following standards are to be used.

Paper Size	Single	Spacing 1½	Double
8½ x 11	51	34	25
9½ x 14	67	45	34

13. Pricing computation - The number of days taken to process a job is counted from the day after the job was sent to the Contractor to the day the job is delivered to NRC. Examples: a job sent on Monday, delivered on Tuesday = 1 day; a job sent on Monday, delivered the following Monday = 5 days; a job sent out Monday morning requested for Tuesday morning = 1 day.

Overnight delivery = work submitted to the Contractor during the afternoon of one workday must be delivered to the NRC by the morning of the next workday.

When computing page costs on work orders, anything less than ½ a page equals ½ a page. Computations may include one-half of a line.

14. Proofreading - Compare the word-processed document with the document submitted to the Contractor for: typographical, spelling, abbreviation, punctuation, format and word-division errors. Use Webster's New Collegiate Dictionary, 1979 edition, GPO Style Guide, and the NRC Editorial Style Guide for reference. The typed document must conform to the format and special instructions specified on the Work Order. The corrections shall be made before returning the work to NRC, unless requested otherwise.

The table of contents as created or revised must reflect the section headings and page numbers of the document.

15. Revisions/major - Major changes to text already stored on magnetic media. Revisions are mainly sentence and paragraph changes throughout each page, with several insertions, deletions and rearrangement of text, figures, or tables. This also includes major clean up of format and codes communicated or converted from "incompatible" systems.
16. Revisions/minor - Minor changes to text already stored on magnetic media. Revisions are character or word changes, and major deletions, which includes changing page and line lengths throughout the document. This category also includes minor clean up to conversion work.
17. Rough draft - Documents submitted in very rough form, occasionally does not require proofreading.
18. Scan - Typewritten text submitted in various typescripts (12

pitch - letter gothic and prestige elite; 10 pitch - courier)
that shall be scanned into the system, using an optical
character reader, and proofread to clean up misread data.

19. Transmission - Information that is transmitted over telephone lines through modems between the ETPS's IBM 5520 Administrative System and the Contractor's equipment. This is synonymous with distribution and telecommunications.
20. Type, Proofread, Minor Markups OK - Documents requested under this category do not have to have pages reprinted after proofreading when corrections are minor (3-4 marked up items per page).

[End of Class]

SECTION D - PACKAGING AND MARKING

D.1 PACKAGING AND MARKING (MAR 1987)

The Contractor shall package material for shipment to the NRC in such a manner that will ensure acceptance by common carrier and safe delivery at destination. Containers and closures shall comply with the Interstate Commerce Commission Regulations, Uniform Freight Classification Rules, or regulations of other carriers as applicable to the mode of transportation. On the front of the package, the Contractor shall clearly identify the contract number under which the product is being provided.

[End of Clause]

SECTION E - INSPECTION AND ACCEPTANCE

E.1 52.252-2 CLAUSES INCORPORATED BY REFERENCE (JUN 1988)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

NUMBER	TITLE	DATE
52.246-4	INSPECTION OF SERVICES - FIXED-PRICE	APR 1984

[End of Clause]

E.2 PLACE OF INSPECTION AND ACCEPTANCE (MAR 1987)

Inspection and acceptance of the deliverable items to be furnished hereunder shall be made by the Project Officer at the destination.

[End of Clause]

SECTION F - DELIVERIES OR PERFORMANCE

F.1 52.252-2 CLAUSES INCORPORATED BY REFERENCE (JUN 1988)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

NUMBER	TITLE	DATE
52.212-13	STOP-WORK ORDER	AUG 1989

[End of Clause]

F.2 DURATION OF CONTRACT PERIOD (MAR 1987)
ALTERNATE IV (JUN 1988)

The ordering period for this contract shall commence on ____*____ and will expire on ____*____. Any orders issued during this period shall be completed within the time specified in the order, unless otherwise specified herein. (See 52.216-18 - Ordering.) The term of this contract may be extended at the option of the Government for an additional ____*____.

[End of Clause]

F.3 PICKUP AND DELIVERY

1. The Contractor shall pick up and deliver work twice per day (before 10 a.m. and before 3:00 p.m.) at "point of origin" as designated below unless no request for service has been made. The Contractor will pick up the written Work Order, source materials, instructions, and any Government-furnished property. The stored version of revision work will be telecommunicated from ETPS' IBM 5520 Administrative System to the Contractor's equipment for retrieval. Diskettes containing the stored version may be furnished to the Contractor instead of telecommunicating the work.
2. Special pickups during Government workdays from 7:30 a.m. to 4:30 p.m. may be requested. Pickup or delivery shall be made within two hours after such telephone requests have been made.
3. The work will be processed and the finished product will be delivered, together with all the source materials submitted, to the point of origin within the date and time specified on the work order. All returned material must be in the proper sequence, unutilated, and in as good condition as when submitted.

4. The stored version of the delivered printed copy shall be telecommunicated back to the ETPS' IBM 5520 Administrative System by the time the work is delivered. NRC may request the stored version to be archived onto 8" diskettes for retrieval by ETPS's IBM 5520 Administrative System and returned with the printed copy.
5. Overnight or weekend delivery means that work submitted to the Contractor during the afternoon of one workday must be delivered to the NRC during the first pickup time of the next workday.
6. Point of Origin:

U.S. Nuclear Regulatory Commission
Attn: *,
Electronic Text Processing Section
Division of Freedom of Information & Publication Services
11155 Rockville Pike (Room *)
Rockville, MD
Voice Telephone: *

(End of Clause)

F.4 INSPECTION AND REVIEW OF WORK

1. Prior to Delivery

The NRC reserves the right to make periodic on-site inspections in accordance with Clause No. 52.246-4 entitled "Inspection of Services - Fixed Price." It shall be expressly understood that such inspections shall not constitute acceptance by the Government of any part of the work, but shall take place to coordinate technical guidance in interpretation of technical requirements.

2. After Delivery

- a. All inspections, acceptance, and rejection decisions shall be made at destination by the Project Officer or designated representative, when the material is delivered to the NRC.
- b. Upon receipt of all deliverable items specified, the Project Officer or designated representative shall inspect each item for compliance with the specifications contained herein.

(End of Clause)

F.5 POOR WORKMANSHIP AND/OR FAILURE TO MEET DEADLINES

The Project Officer shall be the sole judge of the quality of work performed. Work not in accordance with the specifications stated herein or of unacceptable quality shall be rejected and

reported to the Contractor within five working days of receipt by NRC. The Contractor shall, at no additional expense to the Government, promptly pick up the rejected work, make the necessary corrections or redo the work, and return the corrected or redone work in accordance with the pickup and delivery requirements set forth above.

Alternatively the NRC may, because of required deadlines when it is not possible to wait for the Contractor to pick up, correct, and deliver the rejected work, elect to correct certain pages of the work with its own forces and facilities. The cost for the pages of work redone will be deducted from the work order and invoice of the Contractor at the unit price for the category of work redone as specified in Section B.3.

In the event NRC must print work processed by the Contractor because the Contractor's printers are "down", the cost will be reduced by 10% of the total price of the work order, plus the cost for the pages of work redone due to proofreading or format errors.

In the event a delay is caused by any action of the Government, and the Contractor cannot meet the original delivery date, the delivery date shall be extended by the number of working days that the work was delayed by the Government.

Failure to understand any part hereof, or the individual instructions of any Work Order placed or issued hereunder, shall not entitle the Contractor to an adjustment in price. Under such circumstances, the Contractor shall call the point of origin identified above for a clarification of instructions or work.

(End of Clause)

SECTION G - CONTRACT ADMINISTRATION DATA

G.1 PROJECT OFFICER AUTHORITY (MAR 1987)
ALTERNATE I (MAR 1987)

(a) The Contracting Officer's authorized representative hereinafter referred to as the Project Officer for this contract is:

Name: ____*____

Address: ____*____

____*____

____*____

____*____

____*____

____*____

Telephone Number: ____*____

(b) The Project Officer is responsible for:

(1) Placing Delivery Orders for items required under this contract.

(2) Monitoring Contractor performance and recommending to the Contracting Officer changes in requirements.

(3) Inspecting and accepting products/services provided under the contract.

(4) Reviewing all Contractor invoices/vouchers requesting payment for products/services provided under the contract and making recommendations for approval, disapproval, or suspension.

(c) The Project Officer is not authorized to make changes to the express terms and conditions of this contract.

[End of Clause]

G.2 ORDERING PROCEDURES (MAY 1991)

a. In addition to the contracting officer, contract administrator, and project officer, the following individuals are authorized to issue delivery orders under this contract:

____*____
____*____

b. All delivery orders shall be prepared in accordance with FAR 16.506 and may be issued in writing, orally, or by written telecommunications.

[End of Clause]

G.3 REMITTANCE ADDRESS (MAR 1987)

If item 15C. of the Standard Form 33 has been checked, enter the remittance address below:

Name: _____

Address: _____

[End of Clause]

SECTION H - SPECIAL CONTRACT REQUIREMENTS

H.1 PRIVATE USE OF CONTRACT INFORMATION AND DATA (JUN 1988)

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

[End of Clause]

H.2 DETERMINATION OF MINIMUM WAGES AND FRINGE BENEFITS (NOV 1989)

Each employee of the Contractor or any subcontractor performing services under this contract shall be paid at least the minimum allowable monetary wage and fringe benefits prescribed under the U.S. Department of Labor Wage Determination Number which is attached (See Section J for List of Attachments).

[End of Clause]

H.3 GOVERNMENT FURNISHED EQUIPMENT/PROPERTY (JUNE 1988)

a. The NRC will provide the contractor with the following items for use under this contract:

1. NRC Letterhead
2. Typing mats, logos, or guides
3. Other specially printed paper
4. Diskettes to retrieve the stored version of revision work, to archive completed work, and to convert PC files to or from the IBM 5520 Administrative System.
(Diskette sizes: 8", 5-1/4", and 3-1/2".)

b. Only the equipment/property listed above in the quantities shown will be provided by the Government. This property is subject to the provisions of the Government Property clause under this contract. All other equipment/property required in performance of the contract shall be furnished by the Contractor.

[End of Clause]

H.4 DENIAL OF FEDERAL BENEFITS TO INDIVIDUALS CONVICTED OF DRUG TRAFFICKING OR POSSESSION (SEP 1990)

In the event that an award is made to an individual, Section 5301 of the Anti-Drug Abuse Act of 1988 (P.L. 100-690) may be cause for denial of specific benefits to individuals convicted of drug trafficking or possession.

[End of Clause]

PART II - CONTRACT CLAUSES

SECTION I - CONTRACT CLAUSES

I.1 52.252-2 CLAUSES INCORPORATED BY REFERENCE (JUN 1988)

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available.

I. FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) CLAUSES

NUMBER	TITLE	DATE
52.202-1	DEFINITIONS	APR 1984
52.203-1	OFFICIALS NOT TO BENEFIT	APR 1984
52.203-3	GRATUITIES	APR 1984
52.203-5	COVENANT AGAINST CONTINGENT FEES	APR 1984
52.203-6	RESTRICTIONS ON SUBCONTRACTOR SALES TO THE GOVERNMENT	JUL 1985
52.203-7	ANTI-KICKBACK PROCEDURES	OCT 1988
52.203-12	LIMITATION ON PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS	JAN 1990
52.209-6	PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT	JUN 1991
52.214-26	AUDIT - SEALED BIDDING	APR 1985
52.214-27	PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA - MODIFICATIONS - SEALED BIDDING	JAN 1991
52.214-28	SUBCONTRACTOR COST OR PRICING DATA - MODIFICATIONS - SEALED BIDDING	APR 1985
52.214-29	ORDER OF PRECEDENCE - SEALED BIDDING	JAN 1986
52.219-8	UTILIZATION OF SMALL BUSINESS CONCERNS AND SMALL DISADVANTAGED BUSINESS CONCERNS	FEB 1990
52.219-13	UTILIZATION OF WOMEN-OWNED SMALL BUSINESSES	AUG 1986
52.220-3	UTILIZATION OF LABOR SURPLUS AREA CONCERNS	APR 1984
52.222-1	NOTICE TO THE GOVERNMENT OF LABOR DISPUTES	APR 1984
52.222-3	CONVICT LABOR	APR 1984
52.222-26	EQUAL OPPORTUNITY	APR 1984
52.222-35	AFFIRMATIVE ACTION FOR SPECIAL DISABLED AND VIETNAM ERA VETERANS	APR 1984

52.222-36	AFFIRMATIVE ACTION FOR HANDICAPPED WORKERS	APR 1984
52.222-37	EMPLOYMENT REPORTS ON SPECIAL DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA	JAN 1988
52.222-41	SERVICE CONTRACT ACT OF 1965, AS AMENDED	MAY 1989
52.222-43	FAIR LABOR STANDARDS ACT AND SERVICE CONTRACT ACT--PRICE ADJUSTMENT (MULTIPLE YEAR AND OPTION CONTRACTS)	MAY 1989
52.223-2	CLEAN AIR AND WATER	APR 1984
52.223-6	DRUG-FREE WORKPLACE	JUL 1990
52.225-11	RESTRICTIONS ON CERTAIN FOREIGN PURCHASES	APR 1991
52.227-1	AUTHORIZATION AND CONSENT	APR 1984
52.227-2	NOTICE AND ASSISTANCE REGARDING PATENT AND COPYRIGHT INFRINGEMENT	APR 1984
52.229-3	FEDERAL, STATE, AND LOCAL TAXES	JAN 1991
52.229-5	TAXES - CONTRACTS PERFORMED IN U.S. POSSESSIONS OR PUERTO RICO	APR 1984
52.232-1	PAYMENTS	APR 1984
52.232-8	DISCOUNTS FOR PROMPT PAYMENT	APR 1989
52.232-11	EXTRAS	APR 1984
52.232-17	INTEREST	JAN 1991
52.232-23	ASSIGNMENT OF CLAIMS	JAN 1986
52.232-25	PROMPT PAYMENT	APR 1989
52.232-28	ELECTRONIC FUNDS TRANSFER PAYMENT METHODS	APR 1989
52.233-1	DISPUTES Alternate I (APR 1984)	APR 1984
52.233-3	PROTEST AFTER AWARD	AUG 1989
52.237-3	CONTINUITY OF SERVICES	JAN 1991
52.242-13	BANKRUPTCY	APR 1991
52.243-1	CHANGES - FIXED-PRICE Alternate I (APR 1984)	AUG 1987
52.245-2	GOVERNMENT PROPERTY (FIXED-PRICE CONTRACTS)	DEC 1989
52.249-4	TERMINATION FOR CONVENIENCE OF THE GOVERNMENT (SERVICES) (SHORT FORM)	APR 1984
52.249-8	DEFAULT (FIXED-PRICE SUPPLY AND SERVICE)	APR 1984

[End of Clause]

1.2 52.203-9 REQUIREMENT FOR CERTIFICATE OF PROCUREMENT
INTEGRITY--MODIFICATION (NOV 1990)

(a) Definitions. The definitions set forth in FAR 3.104-4 are hereby incorporated in this clause.

(b) The Contractor agrees that it will execute the certification set forth in paragraph (c) of this clause when requested by the Contracting Officer in connection with the

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER TITLE 18, UNITED STATES CODE, SECTION 1001.

(End of Certification)

(d) In making the certification in paragraph (2) of the certificate, the officer or employee of the competing Contractor responsible for the offer or bid, may rely upon a one-time certification from each individual required to submit a certification to the competing Contractor, supplemented by periodic training. These certifications shall be obtained at the earliest possible date after an individual required to certify begins employment or association with the contractor. If a contractor decides to rely on a certification executed prior to the suspension of section 27 (i.e., prior to December 1, 1989), the Contractor shall ensure that an individual who has so certified is notified that section 27 has been reinstated. These certifications shall be maintained by the Contractor for a period of 6 years from the date a certifying employee's employment with the company ends or, for an agency, representative, or consultant, 6 years from the date such individual ceases to act on behalf of the contractor.

(e) The certification required by paragraph (c) of this clause is a material representation of fact upon which reliance will be placed in executing this modification.

[End of Clause]

1.3 52.203-10 PRICE OR FEE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY (SEP 1990)

(a) The Government, at its election, may reduce the price of a fixed-price type contract or contract modification and the total cost and fee under a cost-type contract or contract modification by the amount of profit or fee determined as set forth in paragraph (b) of this clause if the head of the contracting activity or his or her designee determines that there was a violation of subsection 27(a) of the Office of Federal Procurement Policy Act, as amended (41 U.S.C. 423), as implemented in the FAR. In the case of a contract modification, the fee subject to reduction is the fee specified in the particular contract modification at the time of execution, except as provided in subparagraph (b)(5) of this clause.

(b) The price or fee reduction referred to in paragraph (a) of this clause shall be--

(1) For cost-plus-fixed-fee contracts, the amount of the fee specified in the contract at the time of award;

(2) For cost-plus-incentive-fee contracts, the target fee

specified in the contract at the time of award, notwithstanding any minimum fee or "fee floor" specified in the contract;

(3) For cost-plus-award-fee contracts--

(i) The base fee established in the contract at the time of contract award;

(ii) If no base fee is specified in the contract, 30 percent of the amount of each award fee otherwise payable to the Contractor for each award fee evaluation period or at each award fee determination point.

(4) For fixed-price-incentive contracts, the Government may--

(i) Reduce the contract target price and contract target profit both by an amount equal to the initial target profit specified in the contract at the time of contract award; or

(ii) If an immediate adjustment to the contract target price and contract target profit would have a significant adverse impact on the incentive price revision relationship under the contract, or adversely affect the contract financing provisions, the Contracting Officer may defer such adjustment until establishment of the total final price of the contract. The total final price established in accordance with the incentive price revision provisions of the contract shall be reduced by an amount equal to the initial target profit specified in the contract at the time of contract award and such reduced price shall be the total final contract price.

(5) For firm-fixed-price contracts or contract modifications, by 10 percent of the initial contract price; 10 percent of the contract modification price; or a profit amount determined by the Contracting Officer from records or documents in existence prior to the date of the contract award or modification.

(c) The Government may, at its election, reduce a prime contractor's price or fee in accordance with the procedures of paragraph (b) of this clause for violations of the Act by its subcontractors by an amount not to exceed the amount of profit or fee reflected in the subcontract at the time the subcontract was first definitively priced.

(d) In addition to the remedies in paragraphs (a) and (c) of this clause, the Government may terminate this contract for default. The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law or under this contract.

[End of Clause]

I.4 52.216-18 ORDERING (R 1984)

(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders by the individuals or activities designated in the Schedule. Such orders may be issued from the effective date of the contract through expiration date of the contract..

(b) All delivery orders are subject to the terms and conditions of this contract. In the event of conflict between a delivery order and this contract, the contract shall control.

(c) If mailed, a delivery order is considered "issued" when the Government deposits the order in the mail. Orders may be issued orally or by written telecommunications only if authorized in the Schedule.

[End of Clause]

I.5 52.216-19 DELIVERY-ORDER LIMITATIONS (APR 1984)

(a) MINIMUM ORDER. When the Government requires supplies or services covered by this contract in an amount of less than N/A, the Government is not obligated to purchase, nor is the Contractor obligated to furnish, those supplies or services under the contract.

(b) MAXIMUM ORDER. The Contractor is not obligated to honor--

(1) Any order for a single item in excess of N/A;

(2) Any order for a combination of items in excess of N/A;

(3) A series of orders from the same ordering office within N/A days that together call for quantities exceeding the limitation in subparagraph (1) or (2) above.

(c) If this is a requirements contract (i.e., includes the Requirements clause at subsection 52.216-21 of the Federal Acquisition Regulation (FAR)), the Government is not required to order a part of any one requirement from the Contractor if that requirement exceeds the maximum-order limitations in paragraph (b) above.

(d) Notwithstanding paragraphs (b) and (c) above, the Contractor shall honor any order exceeding the maximum order limitations in paragraph (b), unless that order (or orders) is returned to the ordering office within N/A days after issuance, with written notice stating the Contractor's intent not to ship the item (or items) called for and the reasons. Upon receiving this notice, the Government may acquire the supplies or services from another source.

[End of Clause]

I.6 52.216-21 REQUIREMENTS (APR 1984) ALTERNATE I (APR 1984)

(a) This is a requirements contract for the supplies or services specified, and effective for the period stated, in the Schedule. The quantities of supplies or services specified in the Schedule are estimates only and are not purchased by this contract. Except as this contract may otherwise provide, if the Government's requirements do not result in orders in the quantities described as "estimated" or "maximum" in the Schedule, that fact shall not constitute the basis for an equitable price adjustment.

(b) Delivery or performance shall be made only as authorized by orders issued in accordance with the Ordering clause. Subject to any limitations in the Delivery-Order Limitations clause or elsewhere in this contract, the Contractor shall furnish to the Government all supplies or services specified in the Schedule and called for by orders issued in accordance with the Ordering clause. The Government may issue orders requiring delivery to multiple destinations or performance at multiple locations.

(c) The estimated quantities are not the total requirements of the Government activity specified in the Schedule, but are estimates of requirements in excess of the quantities that the activity may itself furnish within its own capabilities. Except as this contract otherwise provides, the Government shall order from the Contractor all of that activity's requirements for supplies and services specified in the Schedule that exceed the quantities that the activity may itself furnish within its own capabilities.

(d) The Government is not required to purchase from the Contractor requirements in excess of any limit on total orders under this contract.

(e) If the Government urgently requires delivery of any quantity of an item before the earliest date that delivery may be specified under this contract, and if the Contractor will not accept an order providing for the accelerated delivery, the Government may acquire the urgently required goods or services from another source.

(f) Any order issued during the effective period of this contract and not completed within that period shall be completed by the Contractor within the time specified in the order. The contract shall govern the Contractor's and Government's rights and obligations with respect to that order to the same extent as if the order were completed during the contract's effective period; provided, that the Contractor shall not be required to make any deliveries under this contract after two weeks..

[End of Clause]

1.7 52.217-9 OPTION TO EXTEND THE TERM OF THE
CONTRACT (MAR 1989)

(a) The Government may extend the term of this contract by written notice to the Contractor within 60 days; provided, that the Government shall give the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option provision.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed three years..

[End of Clause]

1.8 52.222-42 STATEMENT OF EQUIVALENT RATES FOR
FEDERAL HIRES (MAY 1989)

In compliance with the Service Contract Act of 1965, as amended, and the regulations of the Secretary of Labor (29 CFR Part 4), this clause identifies the classes of service employees expected to be employed under the contract and states the wages and fringe benefits payable to each if they were employed by the contracting agency subject to the provisions of 5 U.S.C. 5341 or 5332.

THIS STATEMENT IS FOR INFORMATION ONLY: IT IS NOT A WAGE DETERMINATION.

Employee class	Monetary Wage-Fringe Benefits
Word Processing Operator	\$9.48
Proofreader	\$10.53
Driver	\$8.50
Supervisor	\$14.19
	\$14.19

[End of Clause]

PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

SECTION J - LIST OF ATTACHMENTS

J.1 ATTACHMENTS (MAR 1987)

<u>Attachment Number</u>	<u>Title</u>
1	Billing Instructions
2	Standard Form 1411 with Instructions
3	Wage Determination
4	Sample Work Order (NRC Form 302)
5	Keyboard Sample of NRC's IBM 5520 System
6	Equation Typing Sample

NOTE: The Wage Determination Registers will be incorporated into any resultant contract.

(End of Clause)

PART IV - REPRESENTATIONS AND INSTRUCTIONS

SECTION K - REPRESENTATIONS, CERTIFICATIONS, AND
OTHER STATEMENTS OF OFFERORSK.1 52.203-2 CERTIFICATE OF INDEPENDENT PRICE DETERMINATION
(APR 1985)

(a) The offeror certifies that--

(1) The prices in this offer have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other offeror or competitor relating to (i) those prices, (ii) the intention to submit an offer, or (iii) the methods or factors used to calculate the prices offered;

(2) The prices in this offer have not been and will not be knowingly disclosed by the offeror, directly or indirectly, to any other offeror or competitor before bid opening (in the case of a sealed bid solicitation) or contract award (in the case of a negotiated solicitation) unless otherwise required by law; and

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

(b) Each signature on the offer is considered to be a certification by the signatory that the signatory--

(1) Is the person in the offeror's organization responsible for determining the prices being offered in this bid or proposal, and that the signatory has not participated and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above; or

(2) (1) Has been authorized, in writing, to act as agent for the following principals in certifying that those principals have not participated, and will not participate in any action contrary to subparagraphs (a)(1) through (a)(3) above

[Insert full name of person(s) in the offeror's organization responsible for determining the prices offered in the bid or proposal, and the title of his or her position in the offeror's organization];

(11) As an authorized agent, does certify that the principals named in subdivision (b)(2)(1) above have not participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above; and

(iii) As an agent, has not personally participated, and will not participate, in any action contrary to subparagraphs (a)(1) through (a)(3) above.

(c) If the offeror deletes or modifies subparagraph (a)(2) above, the offeror must furnish with its offer a signed statement setting forth in detail the circumstances of the disclosure.

[End of Provision]

K.2 52.203-4 CONTINGENT FEE REPRESENTATION AND AGREEMENT (APR 1984)

(a) Representation. The offeror represents that, except for full-time bona fide employees working solely for the offeror, the offeror--

[Note: The offeror must check the appropriate boxes. For interpretation of the representation, including the term "bona fide employee," see Subpart 3.4 of the Federal Acquisition Regulation.]

(1) ☐ has, ☐ has not employed or retained any person or company to solicit or obtain this contract; and

(2) ☐ has, ☐ has not paid or agreed to pay to any person or company employed or retained to solicit or obtain this contract any commission, percentage, brokerage, or other fee contingent upon or resulting from the award of this contract.

(b) Agreement. The offeror agrees to provide information relating to the above Representation as requested by the Contracting Officer and, when subparagraph (a)(1) or (a)(2) is answered affirmatively, to promptly submit to the Contracting Officer--

(1) A completed Standard Form 119, Statement of Contingent or Other Fees, (SF 119); or

(2) A signed statement indicating that the SF 119 was previously submitted to the same contracting office, including the date and applicable solicitation or contract number, and representing that the prior SF 119 applies to this offer or quotation.

[End of Provision]

K.3 52.203-8 REQUIREMENT FOR CERTIFICATE OF PROCUREMENT INTEGRITY (NOV 1990)

(a) Definitions. The definitions at FAR 3.104-4 are hereby incorporated in this provision.

(b) Certifications. As required in paragraph (c) of this

provision, the officer or employee responsible for this offer shall execute the following certification:

CERTIFICATE OF PROCUREMENT INTEGRITY

(1) I, [Name of certifier] _____, am the officer or employee responsible for the preparation of this offer and hereby certify that, to the best of my knowledge and belief, with the exception of any information described in this certificate, I have no information concerning a violation or possible violation of subsection 27(a), (b), (d), or (f) of the Office of Federal Procurement Policy Act, as amended* (41 U.S.C. 423), (hereinafter referred to as "the Act"), as implemented in the FAR, occurring during the conduct of this procurement (solicitation number).

(2) As required by subsection 27(e)(1)(B) of the Act, I further certify that, to the best of my knowledge and belief, each officer, employee, agent, representative, and consultant of [Name of Offeror] _____ who has participated personally and substantially in the preparation or submission of this offer has certified that he or she is familiar with, and will comply with, the requirements of subsection 27(a) of the Act, as implemented in the FAR, and will report immediately to me any information concerning a violation or possible violation of subsections 27(a), (b), (d), or (f) of the Act, as implemented in the FAR, pertaining to this procurement.

(3) Violations or possible violations: (Continue on plain bond paper if necessary and label Certificate of Procurement Integrity (Continuation Sheet), ENTER NONE IF NONE EXIST)

(4) I agree that, if awarded a contract under this solicitation, the certifications required by subsection 27(e)(1)(B) of the Act shall be maintained in accordance with paragraph (f) of this provision.

[Signature of the officer or employee responsible for the offer and date]

[Typed name of the officer or employee responsible for the offer]

*Subsections 27(a), (b), and (d) are effective on December 1, 1990. Subsection 27(f) is effective on June 1, 1991.

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE,

FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER TITLE 18, UNITED STATES CODE, SECTION 1001.

(End of certification)

(c)(1) For procurements using sealed bidding procedures, the signed certifications shall be submitted by each bidder with the bid submission except for procurements using two-step sealed bidding procedures (see subpart 14.5). For those procurements, the certifications shall be submitted with submission of the step two sealed bids. A certificate is not required for indefinite delivery contracts (see subpart 16.5) unless the total estimated value of all orders eventually to be placed under the contract is expected to exceed \$100,000.

(2) For contracts and contract modifications which include options, a certificate is required when the aggregate value of the contract and contract modification and all options (see 3.104-4(e)) exceeds \$100,000.

(3) Failure of a bidder to submit the signed certificate with its bid shall render the bid nonresponsive.

(d) Pursuant to FAR 3.104-9(d), the Offeror may be requested to execute additional certifications at the request of the Government. Failure of an Offeror to submit the additional certifications shall cause its offer to be rejected.

(e) A certification containing a disclosure of a violation or possible violation will not necessarily result in the withholding of an award under this solicitation. However, the Government, after evaluation of the disclosure, may cancel this procurement or take any other appropriate actions in the interests of the Government, such as disqualification of the Offeror.

(f) In making the certification in paragraph (2) of the certificate, the officer or employee of the competing contractor responsible for the offer may rely upon a one-time certification from each individual required to submit a certification to the competing contractor, supplemented by periodic training. These certifications shall be obtained at the earliest possible date after an individual required to certify begins employment or association with the contractor. If a contractor decides to rely on a certification executed prior to the suspension of section 27 (i.e., prior to December 1, 1989), the Contractor shall ensure that an individual who has so certified is notified that section 27 has been reinstated. These certifications shall be maintained by the Contractor for 6 years from the date a certifying employee's employment with the company ends or, for an agent, representative, or consultant, 6 years from the date such individual ceases to act on behalf of the Contractor.

(g) Certifications under paragraphs (b) and (d) of this provision are material representations of fact upon which reliance

will be placed in awarding a contract.

[End of Provision]

K.4 52.203-11 CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS
TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (APR 1991)

(a) The definitions and prohibitions contained in the clause, at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in paragraph (b) of this certification.

(b) The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that on or after December 23, 1989--

(1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan, or cooperative agreement;

(2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit with its offer, OMB standard form LLL, Disclosure of Lobbying Activities, to the Contracting Officer, and

(3) He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.

(c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend this disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

[End of Provision]

K.5 52.204-3 TAXPAYER IDENTIFICATION (SEP 1989)

(a) Definitions.

"Common parent" as used in this solicitation provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the offeror is a member.

"Corporate status" as used in this solicitation provision, means a designation as to whether the offeror is a corporate entity, an unincorporated entity (e.g., sole proprietorship or partnership), or a corporation providing medical and health care services.

"Taxpayer Identification Number (TIN)" as used in this solicitation provision, means the number required by the IRS to be used by the offeror in reporting income tax and other returns.

(b) The offeror is required to submit the information required in paragraphs (c) through (e) of this solicitation provision in order to comply with reporting requirements of 26 U.S.C. 6041, 6041A, and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). If the resulting contract is subject to reporting requirements described in 4.302(a), the failure or refusal by the offeror to furnish the information may result in a 20 percent reduction of payments otherwise due under the contract.

(c) Taxpayer Identification Number (TIN).

- ☐ TIN: _____
☐ TIN has been applied for.
☐ TIN is not required because:

☐ Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;

☐ Offeror is an agency or instrumentality of a foreign government;

☐ Offeror is an agency or instrumentality of a Federal, state or local government;

☐ Other. State basis. _____

(d) Corporate Status.

☐ Corporation providing medical and health care services, or engaged in the billing and collecting of payments for such services;

☐ Other corporate entity;

☐ Not a corporate entity;
☐ Sole proprietorship
☐ Partnership
☐ Hospital or extended care facility described in 26
CFR 501(c)(3) that is exempt from taxation under 26 CFR 501(c).

(e) Common Parent.

☐ Offeror is not owned or controlled by a common
parent as defined in paragraph (a) of this clause.

☐ Name and TIN of common parent:

Name _____
TIN _____

[End of Provision]

K.6 52.209-5 CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS
(MAY 1989)

(a)(1) The Offeror certifies, to the best of its knowledge
and belief, that--

(1) The offeror and/or any of its Principals--

(A) Are () are not () presently debarred,
suspended, proposed for debarment, or declared ineligible for the
award of contracts by any Federal agency;

(B) Have () have not (), within a 3-year
period preceding this offer, been convicted of or had a civil
judgment rendered against them for: commission of fraud or a
criminal offense in connection with obtaining, attempting to
obtain, or performing a public (Federal, state, or local) contract
or subcontract; violation of Federal or state antitrust statutes
relating to the submission of offers; or commission of
embezzlement, theft, forgery, bribery, falsification or
destruction of records, making false statements, or receiving
stolen property; and

(C) Are () are not () presently indicted for,
or otherwise criminally or civilly charged by a governmental
entity with, commission of any of the offenses enumerated in
subdivision (A)(1)(i)(B) of this provision.

(11) The Offeror has () has not (), within a 3-year
period preceding this offer, had one or more contracts terminated
for default by any Federal agency.

(2) "Principals," for the purposes of this certification,
means officers; directors; owners; partners; and, persons having
primary management or supervisory responsibilities within a
business entity (e.g., general manager; plant manager; head of a

subsidiary, division or business segment, and similar positions).

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reasons of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

[End of Provision]

K.7 52.214-2 TYPE OF BUSINESS ORGANIZATION--SEALED BIDDING
(JUL 1987)

The bidder, by checking the applicable box, represents that--

(a) It operates as ☐ a corporation incorporated under the laws of the State of _____, ☐ an individual, ☐ a partnership, ☐ a nonprofit organization, or ☐ a joint venture;
or

(b) If the bidder is a foreign entity, it operates as ☐ an individual, ☐ a partnership, ☐ a nonprofit organization, ☐ a joint venture, or ☐ a corporation, registered for business in country.

[End of Provision]

K.8 52.214-14 PLACE OF PERFORMANCE--SEALED BIDDING
(APR 1984)

(a) The bidder, in the performance of any contract resulting from this solicitation, ☐ intends, ☐ does not intend [check applicable box] to use one or more plants or facilities located at a different address from the address of the bidder as indicated in this bid.

(b) If the bidder checks "intends" in paragraph (a) above, it shall insert in the spaces provided below the required information:

Place of Performance (Street
Address, City, County, State,
Zip Code)

Name and Address of Owner
and Operator of the Plant or
Facility if Other than Bidder

_____	_____
_____	_____
_____	_____

[End of Provision]

K.9 52.214-16 MINIMUM BID ACCEPTANCE PERIOD (APR 1984)

(a) "Acceptance period," as used in this provision, means the number of calendar days available to the Government for awarding a contract from the date specified in this solicitation for receipt of bids.

(b) This provision supersedes any language pertaining to the acceptance period that may appear elsewhere in this solicitation.

(c) The Government requires a minimum acceptance period of 90 calendar days.

(d) In the space provided immediately below, bidders may specify a longer acceptance period than the Government's minimum requirement.

The bidder allows the following acceptance period: _____
calendar days.

(e) A bid allowing less than the Government's minimum acceptance period will be rejected.

(f) The bidder agrees to execute all that it has undertaken to do, in compliance with its bid, if that bid is accepted in writing within (1) the acceptance period stated in paragraph (c) above or (2) any longer acceptance period stated in paragraph (d) above.

[End of Provision]

K.10 52.219-1 SMALL BUSINESS CONCERN REPRESENTATION
(JAN 1991)

(a) Representation. The offeror represents and certifies as part of its offer that it ☐ is, ☐ is not a small business concern and that ☐ all, ☐ not all end items to be furnished will be manufactured or produced by a small business concern in the United States, its territories or possessions, Puerto Rico, or the Trust Territory of the Pacific Islands.

(b) Definition. Small business concern, as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria and size standards in this solicitation.

(c) Notice. Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

(1) Be punished by imposition of a fine, imprisonment, or both;

(2) Be subject to administrative remedies, including suspension and debarment; and

(3) Be ineligible for participation in programs conducted under the authority of the Act.

[End of Provision]

K.11 52.219-2 SMALL DISADVANTAGED BUSINESS CONCERN
REPRESENTATION (FEB 1990)

(a) Representation. The offeror represents that it:

☐ is,
☐ is not a small disadvantaged business concern.

(b) Definitions.

Asian Pacific Americans, as used in this provision, means United States citizens whose origins are in Japan, China, the Philippines, Vietnam, Korea, Samoa, Guam, the U.S. Trust Territory of the Pacific Islands (Republic of Palau), the Northern Mariana Islands, Laos, Kampuchea, (Cambodia), Taiwan, Burma, Thailand, Malaysia, Indonesia, Singapore, Brunei, Republic of the Marshall Islands, or the Federal States of Micronesia.

Indian tribe, as used in this provision, means any Indian tribe,

band, nation, or other organized group or community of Indians, including any Alaska Native Corporation as defined in 13 CFR 124.100 which is recognized as eligible for the special programs and services provided by the U.S. to Indians because of their status as Indians, or which is recognized as such by the State in which such tribe, band, nation, group, or community resides.

Native Americans, as used in this provision, means American Indians, Eskimos, Aleuts, and native Hawaiians.

Native Hawaiian Organization, as used in this provision, means any community service organization serving Native Hawaiians in, and chartered as a not-for-profit organization by, the State of Hawaii, which is controlled by Native Hawaiians, and whose business activities will principally benefit such Native Hawaiians.

Small business concern, as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria and size standards in 13 CFR part 121.

Small disadvantaged business concern, as used in this provision, means a small business concern that (a) is at least 51 percent unconditionally owned by one or more individuals who are both socially and economically disadvantaged, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one or more socially and economically disadvantaged individuals and (b) has its management and daily business controlled by one or more such individuals. This term also means a small business concern that is at least 51 percent unconditionally owned by an economically disadvantaged Indian tribe or Native Hawaiian Organization, or a publicly owned business having at least 51 percent of its stock unconditionally owned by one of these entities which has its management and daily business controlled by members of an economically disadvantaged Indian tribe or Native Hawaiian Organization, and which meets the requirements of 13 CFR part 124.

Subcontinent Asian Americans, as used in this provision, means United States citizens whose origins are in India, Pakistan, Bangladesh, Sri Lanka, Bhutan, or Nepal.

(c) Qualified groups. The offeror shall presume that socially and economically disadvantaged individuals include Black Americans, Hispanic Americans, Native Americans, Asian-Pacific Americans, Subcontinent Asian Americans, and other individuals found to be qualified by SBA under 13 CFR 124. The offeror shall presume that socially and economically disadvantaged entities also include Indian tribes and Native Hawaiian Organizations.

[End of Provision]

K.12 52.219-3 WOMEN-OWNED SMALL BUSINESS REPRESENTATION
(APR 1984)

(a) Representation. The offeror represents that it:

[] is,
[] is not a women-owned small business concern.

(b) Definitions.

"Small business concern," as used in this provision, means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria and size standards in 13 CFR 121.

"Women-owned," as used in this provision, means a small business that is at least 51 percent owned by a woman or women who are U.S. citizens and who also control and operate the business.

[End of Provision]

K.13 52.220-1 PREFERENCE FOR LABOR SURPLUS AREA
CONCERNS (APR 1984)

(a) This acquisition is not a set aside for labor surplus area (LSA) concerns. However, the offeror's status as such a concern may affect (1) entitlement to award in case of tie offers or (2) offer evaluation in accordance with the Buy American Act clause of this solicitation. In order to determine whether the offeror is entitled to a preference under (1) or (2) above, the offeror must identify, below, the LSA in which the costs to be incurred on account of manufacturing or production (by the offeror or the first-tier subcontractors) amount to more than 50 percent of the contract price.

(b) Failure to identify the locations as specified above will preclude consideration of the offeror as an LSA concern. If the offeror is awarded a contract as an LSA concern and would not have otherwise qualified for award, the offeror shall perform the contract or cause the contract to be performed in accordance with the obligations of an LSA concern.

[End of Provision]

K.14 52.222-21 CERTIFICATION OF NONSEGREGATED FACILITIES
(APR 1984)

(a) "Segregated facilities," as used in this provision, 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, that 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.

(b) By the submission of this offer, the offeror certifies that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The offeror agrees that a breach of this certification is a violation of the Equal Opportunity clause in the contract.

(c) The offeror further agrees that (except where it has obtained identical certifications from proposed subcontractors for specific time periods) it will--

(1) Obtain identical certifications from proposed subcontractors before the award of subcontracts under which the subcontractor will be subject to the Equal Opportunity clause;

(2) Retain the certifications in the files; and

(3) Forward the following notice to the proposed subcontractors (except if 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 before the award of a subcontract under which the subcontractor will be subject to 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 statements in offers is prescribed in 18 U.S.C. 1001.

[End of Provision]

K.15 52.222-22 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS
(APR 1984)

The offeror represents that--

(a) It [] has, [] has not participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the clause originally contained in Section 310 of Executive Order No. 10925, or the clause contained in Section

201 of Executive Order No. 11114;

(b) It ☐ has, ☐ has not filed all required compliance reports; and

(c) Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

[End of Provision]

K.16 52.222-25 AFFIRMATIVE ACTION COMPLIANCE (APR 1984)

The offeror represents that--

(a) It ☐ has developed and has on file, ☐ has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2), or (b) It ☐ has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

[End of Provision]

K.17 52.223-1 CLEAN AIR AND WATER CERTIFICATION (APR 1984)

The Offeror certifies that--

(a) Any facility to be used in the performance of this proposed contract is ☐, is not ☐ listed on the Environmental Protection Agency (EPA) List of Violating Facilities;

(b) The Offeror will immediately notify the Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the EPA, indicating that any facility that the Offeror proposes to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities; and

(c) The Offeror will include a certification substantially the same as this certification, including this paragraph (c), in every nonexempt subcontract.

[End of Provision]

K.18 52.223-5 CERTIFICATION REGARDING A DRUG-FREE WORKPLACE (JUL 1990)

(a) Definitions. As used in this provision,

"Controlled substance" means a controlled substance in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined in regulation at 21 CFR 1308.11 - 1308.15.

"Conviction" means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes.

"Criminal drug statute" means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, possession or use of any controlled substance.

"Drug-free workplace" means the site(s) for the performance of work done by the Contractor in connection with a specific contract at which employees of the Contractor are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance.

"Employee" means an employee of a Contractor directly engaged in the performance of work under a Government contract. "Directly engaged" is defined to include all direct cost employees and any other Contractor employee who has other than a minimal impact or involvement in contract performance.

"Individual" means an offeror/contractor that has no more than one employee including the offeror/contractor.

(b) By submission of its offer, the offeror, if other than an individual, who is making an offer that equals or exceeds \$25,000, certifies and agrees, that with respect to all employees of the offeror to be employed under a contract resulting from this solicitation, it will--no later than 30 calendar days after contract award (unless a longer period is agreed to in writing), for contracts of 30 calendar days or more performance duration; or as soon as possible for contracts of less than 30 calendar days performance duration, but in any case, by a date prior to when performance is expected to be completed--

(1) Publish a statement notifying such employees that the unlawful manufacture, distribution, dispensing, possessions or use of a controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition;

(2) Establish an ongoing drug-free awareness program to inform such employees about--

(i) The dangers of drug abuse in the workplace;

(ii) The Contractor's policy of maintaining a drug-free workplace;

(iii) Any available drug counseling, rehabilitation, and employee assistance programs; and

(iv) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(3) Provide all employees engaged in performance of the contract with a copy of the statement required by subparagraph (b)(1) of this provision;

(4) Notify such employees in writing in the statement required by subparagraph (b)(1) of this provision that, as a condition of continued employment on the contract resulting from this solicitation, the employee will--

(i) Abide by the terms of the statement; and

(ii) Notify the employer in writing of the employee's conviction under a criminal drug statute for a violation occurring in the workplace no later than 5 calendar days after such conviction;

(5) Notify the Contracting Officer in writing within 10 calendar days after receiving notice under subdivision (b)(4)(ii) of this provision, from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee; and

(6) Within 30 calendar days after receiving notice under subdivision (b)(4)(ii) of this provision of a conviction, take one of the following actions with respect to any employee who is convicted of a drug abuse violation occurring in the workplace:

(i) Take appropriate personnel action against such employee, up to and including termination; or

(ii) Require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or appropriate agency.

(7) Make a good faith effort to maintain a drug-free workplace through implementation of subparagraphs (b)(1) through (b)(6) of this provision.

(c) By submission of its offer, the offeror, if an individual who is making an offer of any dollar value, certifies and agrees that the offeror will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in the performance of the contract resulting from this solicitation.

(d) Failure of the offeror to provide the certification required by paragraphs (b) or (c) of this provision, renders the offeror unqualified and ineligible for award. (See FAR 9.104-1(g) and 19.602-1(a)(2)(i).)

(e) In addition to other remedies available to the Government, the certification in paragraphs (b) or (c) of this provision concerns a matter within the jurisdiction of an agency of the

United States and the making of a false, fictitious, or fraudulent certification may render the maker subject to prosecution under Title 18, United States Code, Section 1001.

[End of Provision]

K.19 QUALIFICATIONS OF CONTRACT EMPLOYEES (JUN 1988)

The offeror hereby certifies by submission of this offer that all representations made regarding its employees, proposed subcontractor personnel and consultants are accurate.

[End of Provision]

K.20 CURRENT/FORMER AGENCY EMPLOYEE INVOLVEMENT (JUN 1988)

The following representation is required for NRC information and evaluation purposes only. It is not NRC policy to encourage offerors and contractors to propose current/former agency employees to perform work under NRC contracts.

The offeror hereby certifies that there () are () are not current/former NRC employees who have been or will be involved, directly or indirectly, in developing the offer, or in negotiating on behalf of the offeror, or in managing, administering or performing any contract, consultant agreement or subcontract resulting from this offer. For each individual so identified, the Technical and Management proposal contains as a separate attachment the name, title, date individual left NRC and a brief description of the individual's role under this proposal.

[End of Provision]

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

L.1 52.252-1 SOLICITATION PROVISIONS INCORPORATED BY REFERENCE (JUN 1988)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available.

I. FEDERAL ACQUISITION REGULATION (48 CFR CHAPTER 1) PROVISIONS

NUMBER	TITLE	DATE
52.214-1	SOLICITATION DEFINITIONS - SEALED BIDDING	JUL 1987
52.214-3	AMENDMENTS TO INVITATIONS FOR BIDS	DEC 1989
52.214-4	FALSE STATEMENTS IN BIDS	APR 1984
52.214-5	SUBMISSION OF BIDS	DEC 1989
52.214-6	EXPLANATION TO PROSPECTIVE BIDDERS	APR 1984
52.214-7	LATE SUBMISSIONS, MODIFICATIONS, AND WITHDRAWALS OF BIDS	DEC 1989
52.214-9	FAILURE TO SUBMIT BID	APR 1984
52.214-10	CONTRACT AWARD - SEALED BIDDING	JUL 1990
52.214-12	PREPARATION OF BIDS	APR 1984
52.227-6	ROYALTY INFORMATION	APR 1984
52.232-15	PROGRESS PAYMENTS NOT INCLUDED	APR 1984

[End of Provision]

L.2 52.204-4 CONTRACTOR ESTABLISHMENT CODE (AUG 1989)

In the block with its name and address, the offeror should supply the Contractor Establishment Code applicable to that name and address, if known to the offeror. The number should be preceded by "CEC:." Offerors should take care to report the correct CEC and not a similar number assigned to the Offeror in a different system.

The CEC is a 9-digit code assigned to a contractor establishment that contracts with a Federal executive agency. The CEC system is a contractor identification coding system which is currently the Dun and Bradstreet Data Universal Numbering System (DUNS). The CEC system is distinct from the Federal Taxpayer Identification Number (TIN) system.

The Government will obtain a Contractor Establishment Code for any awardee that does not have or does not know its CEC.

[End of Provision]

L.3 52.214-34 SUBMISSION OF OFFERS IN THE ENGLISH
LANGUAGE (APR 1991)

Offers submitted in response to this solicitation shall be in the English language. Offers received in other than English shall be rejected.

[End of Provision]

L.4 52.214-35 SUBMISSION OF OFFERS IN U.S. CURRENCY
(APR 1991)

Offers submitted in response to this solicitation shall be in terms of U.S. dollars. Offers received in other than U.S. dollars shall be rejected.

[End of Provision]

L.5 52.216-1 TYPE OF CONTRACT (APR 1984)

The Government contemplates award of a FFP requirements contract resulting from this solicitation.

[End of Provision]

L.6 52.219-22 SIC CODE AND SMALL BUSINESS SIZE
STANDARD (JAN 1991)

(a) The standard industrial classification (SIC) code for this acquisition is 7338.

(b)(1) The small business size standard is no more than \$3.5 million average annual receipts for an offeror's preceding 3 fiscal years.

(2) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

[End of Provision]

L.7 52.233-2 SERVICE OF PROTEST (NOV 1988)

(a) Protests, as defined in Section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO) or the General Services Administration Board of Contract Appeals (GSBCA), shall be served on the Contracting Officer (addressed as follows) by obtaining written and dated acknowledgment of receipt from:

HAND-DELIVERED ADDRESS

Elios J. Wiggins
U.S. Nuclear Regulatory Commission
7920 Norfolk Avenue
Room 1020
Bethesda, Maryland 20814

MAILING ADDRESS

Elios J. Wiggins
U.S. Nuclear Regulatory Commission
Contract Neg. Branch No. 1
Mail Stop: P-1020
Washington, DC 20555

(b) The copy of any protest shall be received in the office designated above on the same day a protest is filed with the GSBGA or within one day of filing a protest with the GAO.

[End of Provision]

L.8 ESTIMATED DURATION (JUN 1988)

The duration of the contract is estimated to be 2 years. (See section F for any option periods)

[End of Provision]

L.9 DISPOSITION OF BIDS (MAR 1987)

After award of contract, one (1) copy of each unsuccessful bid will be retained by the NRC's Division of Contracts and Property Management. Unless return of the additional copies of the bid is requested by the bidder upon submission of the bid, all other copies will be destroyed. This request should appear in a cover letter accompanying the bid.

[End of Provision]

L.10 BID INSTRUCTIONS (JUN 1991) ALTERNATE I (OCT 1991)

(a) The offeror shall submit three (3) signed originals of this solicitation package, including attachments, with all applicable sections completed.

(b) The offeror is advised that the certificate in 52.203-8 (Requirements for Certificate of Procurement Integrity) in Section K must be completed and signed by the offeror. Failure to complete the certificate in 52.203-8 is a material deficiency in a bid requiring that the bid be rejected as nonresponsive.

[End of Provision]

L.11 NONDISCRIMINATION BECAUSE OF AGE (MAR 1987)

It is the policy of the Executive Branch of the Government that (a) Contractors and Subcontractors engaged in the performance of Federal contracts 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 bonafide occupational qualification, 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 upon a bonafide occupational qualification, retirement plan, or statutory requirement.

[End of Provision]

L.12 LOCATION OF BID OPENING (MAR 1987)

A public bid opening will be held at 3:30 P.M. on 04/03/92 in the Nuclear Regulatory Commission Bid/Proposal room located at the following address:

U.S. Nuclear Regulatory Commission
Division of Contracts and Property Management
7920 Norfolk Avenue, Room 1024
Bethesda, MD 20814

[End of Provision]

L.13 ABSTRACT OF BIDS (MAR 1987)

The abstract of bids will be completed as soon as possible after the bids have been opened and read. The abstract of bids shall be posted on a bulletin board at the following two locations:

U.S. Nuclear Regulatory Commission
Main Lobby
7920 Norfolk Avenue
Bethesda, MD 20814

U.S. Nuclear Regulatory Commission
Public Document Room
2120 L Street, N.W.
Washington, DC 20555

[End of Provision]

L.14 VIEWING SAMPLE MATERIALS

Prior to submitting a bid in response to this solicitation, all offerors are encouraged to examine the Format Handbook, NRC Editorial Style Guide, and the examples of the type of work that

will be required hereunder, consisting of minor and major revisions, rough draft input, and tables. In no event shall failure to review the sample material constitute grounds for a claim after contract award.

The materials are available for review from 7:45 A.M. to 4:15 P.M. during NRC's regular workdays at the location below. In requesting this material, refer to "Viewing Sample Materials under IFB No. ADM-92-312."

U.S. Nuclear Regulatory Commission
Public Document Room
2120 L Street, N.W.
Washington, D. C. 20555
Telephone Number: 202-634-3273

(End of Provision)

SECTION M - EVALUATION FACTORS FOR AWARD

M.1 52.252-1 SOLICITATION PROVISIONS INCORPORATED
BY REFERENCE (JUN 1988)

This solicitation incorporates one or more solicitation provisions by reference, with the same force and effect as if they were given in full text. Upon request, the contracting officer will make their full text available.

NUMBER	TITLE	DATE
52.217-5	EVALUATION OF OPTIONS	JUL 1990

[End of Provision]

M.2 BIDDER QUALIFICATIONS AND PAST EXPERIENCES (MAR 1987)

The bidder shall list three (3) previous/current contracts for the same or similar products/services. This information will assist the Contracting Officer in his/her Determination of Responsibility. Lack of previous/current contracts for same or similar products/services or failure to submit such information will not necessarily result in an unfavorable Determination of Responsibility.

- a. Contract No.: _____
Name and address of
Government Agency or
Commercial Entity: _____

Point of Contact and
Telephone Number: _____

- b. Contract No.: _____
Name and address of
Government Agency or
Commercial Entity: _____

Point of Contact and
Telephone Number: _____

- c. Contract No.: _____
Name and address of
Government Agency or
Commercial Entity: _____

Point of Contact and
Telephone Number: _____

[End of Provision]

M.3 BID EVALUATION (JUN 1988)

(a) Bids in response to this IFB shall set forth full, accurate, and complete information as required herein. The penalty for making false statements in bids is prescribed in 18 U.S.C. 1001.

(b) Award will be made to that responsive, responsible bidder within the meaning of Federal Acquisition Regulation 9-1 whose total bid amount, as set forth by the bidder in Section B of this IFB constitutes the lowest overall evaluated final contract price to the Government based upon the requirements as set forth in the schedule. Bids will be evaluated for purposes of award by first ascertaining the sum of the total amount for each of the items specified in Section B of this solicitation. This will constitute the bidder's "Total Bid Amount."

(c) Bidders shall insert a definite price or indicate "no charge" in the blank space provided for each item and/or sub-item listed in Section B. 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 sub-item.

(d) Any bid which is materially unbalanced as to price for the separate items specified in Section B of this IFB may be rejected as nonresponsive. Such an unbalanced bid is defined as one which is based on prices which, in the opinion of NRC, are significantly less than cost for some work and/or prices that may be significantly overstated for other work.

(e) Separate charges, in any form, are not solicited. Bids containing such charges for discontinuance, termination, failure to exercise an option, or for any other purpose will cause the bid to be rejected as nonresponsive.

(f) A preaward onsite survey of the bidder's facilities, equipment, etc., in accordance with FAR 9.106 may be made by representatives of the Commission for the purpose of determining whether the bidder is responsible within the meaning of FAR 9.1 and whether the bidder possesses qualifications that are conducive to the production of work that will meet the requirements, specifications, and provisions of this contract. Also, if requested by the Commission, the prospective Contractor may be required to submit statements within 24 hours after such request: (i) concerning their ability to meet any of the minimum standards set forth in FAR 9.104, (ii) samples of work, and (iii) names and addresses of clients, Government agencies and/or commercial firms which the bidder is now doing or has done business with.

(g) Notwithstanding Paragraph b above, the award of any contract resulting from this solicitation will be made on an "all or none" basis. Thus, bids submitted on fewer than the items

listed in Section B of this IFB, or on fewer than the estimated quantity will cause the bid to be rejected as nonresponsive.

[End of Provision]

M.4 PILOT WORD PROCESSING DISTRIBUTION DEMONSTRATION

The NRC may require a Pilot Word Processing Distribution Demonstration (PWPDD) by the prospective awardee prior to the award of the contract to establish his technical ability to perform the work in a responsible manner. The prospective awardee shall be given 24 hours advance notice as to the date and time for this demonstration.

All costs associated with the PWPDD of the prospective awardee's capability will be at the expense of the prospective awardee.

Within 24 hours after the prospective awardee is notified by the Contracting Officer of the PWPDD requirement, the NRC and the prospective awardee shall program their equipment to transmit documents between awardee's system and the ETPS IBM 5520 Administrative System.

The NRC will then distribute (transmit) a test document of not more than five pages from the IBM 5520 Administrative System listed in this solicitation to the prospective awardee. The prospective awardee will then retrieve the test document and transmit the document back to the NRC's IBM 5520 Administrative System to ensure that the telecommunication is successful between the prospective awardee's equipment and the NRC's.

After telecommunications between the prospective awardee and the NRC are working successfully, the NRC will distribute (transmit) at least 1,000 pages to establish the prospective awardee's technical ability to:

1. receive, recognize, revise, and transmit NRC documents in accordance with the requirements of Section C.1.5.
2. match the print of NRC's document in accordance with the requirements of Section C.1.5. The prospective awardee shall provide a printed copy of the retrieved document specified by the NRC (not more than 10 pages).
3. transmit the document name, as printed in the footer of the printed copy, in accordance with the requirements of Section C.1.5.
4. receive and store up to at least 1,000 pages of text during transmission in accordance with the requirements of C.1.5.
5. transmit the text of the document as it is shown on the printed copy in accordance with the requirements of Section C.1.5.

(End of Provision)

M.5 PILOT EQUATION TYPING DEMONSTRATION

The NRC may require a Pilot Equation Typing Demonstration (PETD) by the prospective awardee prior to the award of the contract to establish his technical ability to perform the typing of equations in a responsible manner. The prospective awardee shall be given 24 hours advance notice as to the date and time for this demonstration. Refer to Section J - List of Attachments for the equation to be typed.

All costs associated with the PETD of the prospective awardee's capability will be at the expense of the prospective awardee.

(End of Provision)

M.6 DURATION OF DEMONSTRATIONS AND FAILURE TO MEET REQUIREMENTS

After telecommunications between the prospective awardee and the NRC are working successfully, the period for all of the demonstrations of the prospective awardee's technical ability, as required above, will be three days. Should the prospective awardee fail the PWPDU demonstration and/or the PETD demonstration, as set forth above, of their technical ability to successfully perform the work, the Government may determine the prospective awardee nonresponsible. Refer to Section M.3 - Bid Evaluation.

(End of Provision)

SOURCES MAILING LIST FOR
SOLICITATION NUMBER: RS-ADM-92-312

COMPANY PHONE NUMBER
(Large Businesses are identified with an Asterisk)

Axis Corporation
Attn: Jerry Mitchell
3322 S. Memorial Pkwy
Suite 12-85
Huntsville, AL 35891

AllSafe Services
Attn: Christopher Jones
5029 E. Princess Anne Road
Norfolk, VA 23502

804-622-6226

American Consulting Services
Attn: Shirley Matnicki
607 Smallwood Road
Rockville, MD 20850

701-424-0090

Americas Transcription Connection
Attn: Donna L. Taylor CEO
Post Office Box 1605
Hillsboro, OR 97123

503-690-3456

*Aspen Systems Corporation
Attn: Tonya L. Catron
1600 Research Blvd.
MS-3L
Rockville, MD 20850

301-251-5000

Automation Management Consultants
Attn: Rhonda Browne
451 Hungerford Drive
Suite 600
Rockville, MD 20850

701-251-9340

*Bay Area Systems Inc.
Attn: D. Wade Abernathy
2472 Navarre Way
Virginia Beach, VA 23456

804-430-2826

A/3

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: RC-ADM-92-312

COMPANY (Large Businesses are Identified with an Asterisk)	PHONE NUMBER
*CEN Corporation Attn: John Wegl 5252 Cherokee Avenue Suite 316 Alexandria, VA 22312	703-941-5916
Crown Communications Inc. Attn: Gwendolyn Datcher 1919 Pennsylvania Avenue N.W. Suite 300 Washington, DC 20006	202-775-1665
DUCOM Inc. Attn: Young S. Chung 850 Sligo Avenue Suite 700 Silver Spring, MD 20910	301-585-0900
*Diversified Reporting Services Inc. Attn: Elma S. Dirolf 918 Sixteenth Street N.W. Suite 803 Washington, DC 20006	202-296-2929
*Donald Clark Associates Inc. Attn: Donald M. Clark P.O. Box 93357 Las Vegas, NV 89193	702-737-1565
*Executive Data Services Center Attn: Delores McBee 5125 Suitland Road #203 Suitland, MD 20746	301-967-9945
*Facilities Management Co. Inc. Attn: Jackie Sims 4388 Lottsford Vista Road Lanham, MD 20706	301-731-8818

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: RS-ADM-92-312

COMPANY	PHONE NUMBER
(Large businesses are identified with an Asterisk)	
Fisher-Cal Industries Inc. Attn: Luis A. Caldero P.O. Box 757 94 Randocas Road Holly, NJ 08060	609-267-2476
*Global Integrated Systems Inc. Attn: Joyce Turner 1799 North State Orem, UT 84057	800-444-6805
RE&A Inc. Attn: Cynthia L. Theall 4601 Presidents Drive Suite 210 Lanham, MD 20706	301-577-6646
Harry Kahn Associates Inc. Attn: William F. Mumma Jr. 1835 Pennsylvania Avenue Hagerstown, MD 21740	701-797-3390
*J.H.M. Research & Development Inc. Attn: Stephanie Winslow 5776 Second Street N.E. Washington, DC 20011	202-526-4255
JANTEC Incorporated Attn: Ronald E. Dykes 124 Lasky Drive Beverly Hills, CA 90212	213-859-6366
JOTON Technology Inc. Attn: Juan O. Zamora 2212 East 12th Street Davenport, PA 52803	319-323-0694
*JUMCO Attn: Rosario L. Jansen 6418 Vince Street Cincinnati, OH 45216	513-242-0087

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: KS-ADM-92-312

COMPANY	PHONE NUMBER
(Large Businesses are Identified with an Asterisk)	

*Keyboard Communications Inc. Attn: H. Pete Erbe Jr. 1 Old Country Road Carle Place, NY 11514	516-742-0111
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Keyboard Communications Inc. Attn: James V. McPhee 6 Montgomery Village Ave. Suite 600 Gaithersburg, MD 20879	301-921-8811
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*MEREX Inc. Attn: Ms. Judy Mermelstein 3206 Tower Oaks Boulevard Suite 300 Rockville, MD 20852	301-816-0500
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*McKibbin Management Incorporated Attn: Linda M. Turner Suite 140 2101 Crystal Plaza Arcade Arlington, VA 22202	703-892-9763
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Metrica Inc. Attn: Orestes E. Yarbrough 3833 Texas Avenue Suite 207 Bryan, TX 77802	409-846-4376
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Nesco Design Group Attn: Mr. Kim Magers 6810 Deerpath Road Suite 325 Baltimore, MD 21227	301-379-6752
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*OCR International Inc. Attn: Raj K. Boveja 11200 Rockville Pike Rockville, MD 20852	301-881-0532
---	--------------

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: RS-ADM-92-312

COMPANY PHONE NUMBER
(Large Businesses are Identified with an Asterisk)

Precision Management Analysis Inc.
Attn: S. Edward Larson
451 Hungerford Drive Suite 605
Rockville, MD 20850

*Private Secretary Inc.
Attn: Glenn Condon
P.O. Box 20447
Cranston, RI 02920

1-800-556-6666

Professional & Scientific Assoc Inc
Attn: Reginold E. Hayes
8201 Greensboro Drive
Suite 472
McLean, VA 22102

703-442-9825

Public Affairs International Inc.
Attn: Brosim S. Ekpone
11200 Lockwood Drive
Suite 1509
Silver Spring, MD 20901

301-593-5800

RMS Technologies Inc.
Attn: Roger Scott
1400 McDonnick Drive
Landover, MD 20785

*Resource Planning Inc.
Attn: R. N. Paul
20817 Apollo Lane
Gaithersburg, MD 20882

301-258-0768

*S. R. Data Entry Service
Attn: Sharron D. Rice
RR 1 Box 35
Peever, SD 57257

605-932-3596

*S.A.I.D. Inc.
Attn: Ms. Frankie Morgan
417 West Broad Street
Falls Church, VA 22046

703-532-9190

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: RS-DM-92-312

COMPANY	PHONE NUMBER
(Large Businesses are identified with an Asterisk)	

*SAIC	703-827-4946
Attn: Colleen Nagy	
1710 Goodridge Drive	
MS 2-7-4	
McLean, VA 22107	

Shirley J. Gregory
P.O. Box 2832
Merrifield, VA 22116

*Sonalysts Inc.	703-931-0505
Attn: Valerie J. Scott	
1901 North Beauregard Street	
Suite 350	
Alexandria, VA 22311	

State Management Service Inc.	808-531-0231
Attn: Bernadete Guidex	
1188 Bishop Street	
Century Square Suite 2906	
Honolulu, HI 96813	

Statistica Inc.	301-424-1911
Attn: Ms. Gail Johnson-Miller	
30 West Gude Drive	
Suite 300	
Rockville, MD 20850	

Technical Specialties Inc.	301-306-7000
Attn: Thomas C. Pluecker	
5001 Forbes Blvd.	
P.O. Box 890	
Lanham, MD 20706	

Technicolor Inc.	703-521-3960
Attn: Tiffany C. Addison	
1111 Jefferson Davis Highway	
East Tower Suite 603	
Arlington, VA 22202	

BIDDER'S MAILING LIST FOR
SOLICITATION NUMBER: RS-ADM-92-3.2

COMPANY	PHONE NUMBER
(Large Businesses are identified with an Asterisk)	

*The Kervin Company Inc. Attn: DUNS Numbers 11-303-7709 Silver Spring Metro Plaza One 3401 Colesville Road Suite 610 Silver Spring, ND 20910	301-588-6000
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*The Potomac Group Attn: Ms. Karen Hardy 3908 Ridge Place Bethesda, MD 20817	301-493-9625
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*The Resource Data Management Group Attn: Clarence R. McGill P.O. Box 17637 Dayton, OH 45417	513-268-8245
---	--------------

United Information Systems Inc. Attn: Gregory J. Simone 4700 Corri Place Bldg. D Beltsville, D 20705	301-595-7775
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Ward Industries Inc. Attn: C. Gino Ward 1020 North ... Street Suite 401 Alexandria, VA 22314	703-836-9730
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ABSTRACT OF OFFERS		ISSUING OFFICE		BID/PROPOSAL NO.		OPENING DATE		PAGE		OF		PAGE	
U.S. Nuclear Regulatory Commission Contract Reg. Branch No. 1		AS-ADM-92-312		4/3/92 - 3:30 pm		1		1		1		1	
NO	NAME OF OFFEROR	ACPT. AND TIME	BUSINESS SIZE	ITEM NO.	QUANTITY	UNIT	GRAND TOTAL	DELIV. EST. TIME	FOB POINT	REMARKS			
1.	Keyboard Comm.	60 x					FOR YENNES OMB, TWO "T M 200" (see attached for sub totals)						
							\$ 312,135.09						

"Word Processing Services"

I CERTIFY THAT I HAVE OPENED, READ AND RECORDED ON THIS ABS. PACT (AND CONTIN. UATION SHEETS, IF ANY) ALL OFFERS RECEIVED IN RESPONSE TO THE SOLICITATION.

TYPED NAME AND TITLE
 SIGNATURE
 DATE

* Indicate by an X a unitary replacement, indicate by an X if offer conforms to delivery time specified in add. station

ARN 75-AD 01 147 9044
 1400 102
 STANDARD FORM 1406 (Rev. 9-84)
 Prescribed by GSA FPMR (41 CFR) 53.214(c)

SUMMARY OF SUBTOTALS FOR THE GRAND TOTAL OF BID

OFFEROR: RAIDON? COMMUNICATIONS
 IFB NO. RS-ADM-92-312

	SUBTOTAL FOR PROOFREADING	SUBTOTAL FOR NO PROOFREADING
YEAR ONE:		
I. SAME DAY/OVERNIGHT/WEEKEND	\$ <u>427.21</u>	\$ <u>65.39</u>
II. ONE WORKDAY	\$ <u>15,209.83</u>	\$ <u>21.10</u>
III. TWO WORKDAYS	\$ <u>24,337.02</u>	\$ <u>8.78</u>
IV. THREE WORKDAYS	\$ <u>17,197.50</u>	\$ <u>16.43</u>
V. FOUR WORKDAYS	\$ <u>19,661.62</u>	\$ <u>12.42</u>
VI. FIVE WORKDAYS	\$ <u>14,227.34</u>	\$ <u>12.17</u>
VII. OVER FIVE WORKDAYS	\$ <u>16,409.13</u>	\$ <u>15.88</u>

TOTALS FOR YEAR ONE: \$ 112,105.90 \$ 172.17
 *GRAND TOTAL FOR YEAR ONE: \$ 112,278.07

YEAR TWO:		
I. SAME DAY/OVERNIGHT/WEEKEND	\$ <u>5,136.83</u>	\$ <u>65.39</u>
II. ONE WORKDAY	\$ <u>15,670.00</u>	\$ <u>21.74</u>
III. TWO WORKDAYS	\$ <u>25,067.60</u>	\$ <u>19.34</u>
IV. THREE WORKDAYS	\$ <u>17,768.41</u>	\$ <u>18.98</u>
V. FOUR WORKDAYS	\$ <u>21,252.69</u>	\$ <u>17.94</u>
VI. FIVE WORKDAYS	\$ <u>14,725.23</u>	\$ <u>17.29</u>
VII. OVER FIVE WORKDAYS	\$ <u>16,898.88</u>	\$ <u>16.36</u>

TOTALS FOR YEAR TWO: \$ 115,459.64 \$ 177.35
 *GRAND TOTAL FOR YEAR TWO: \$ 115,636.49

YEAR THREE:		
I. SAME DAY/OVERNIGHT/WEEKEND	\$ <u>3,183.10</u>	\$ <u>67.25</u>
II. ONE WORKDAY	\$ <u>9,583.19</u>	\$ <u>22.37</u>
III. TWO WORKDAYS	\$ <u>20,811.63</u>	\$ <u>19.91</u>
IV. THREE WORKDAYS	\$ <u>12,146.38</u>	\$ <u>18.46</u>
V. FOUR WORKDAYS	\$ <u>15,659.21</u>	\$ <u>18.48</u>
VI. FIVE WORKDAYS	\$ <u>11,915.92</u>	\$ <u>18.23</u>
VII. OVER FIVE WORKDAYS	\$ <u>10,429.44</u>	\$ <u>16.85</u>

TOTALS FOR YEAR THREE: \$ 84,038.47 \$ 181.56
 *GRAND TOTAL FOR YEAR THREE: \$ 84,220.03

*GRAND TOTAL FOR YEARS ONE, TWO, AND THREE: \$ 312,135.09

*Grand Total for both proofreading and no proofreading.

IFB/RFI NUMBER

BID/PROPOSAL LOG
DIVISION OF CONTRACTS

*West Processing
Services*

IFB-ADM-72-312

DATE AND TIME DUE

April

3:30 PM

NUMBER
SOLICITED

NAME OF OFFEROR'S ORGANIZATION

OFFEROR'S ADDRESS

DATE AND TIME
RECEIVED

DATE
MODIFIED

DATE
WITHDRAWN

1. Keyboard Conn.

518 Monty. Vlg. ave.

21009, MD 20879-3546

SIGNATURE - BID OPENING OFFICER/CONTRACT SPECIALIST

DATE

1. THIS CONTRACT IS A RATED ORDER UNDER DPAS (15 CFR 350)		RATING
2. CONTRACT NO. NRC-10-92-312	3. EFFECTIVE DATE 5/15/92	4. REQUISITION/PROJECT NO. RS-IFB-ADM-92-312
5. ISSUED BY Code: U.S. Nuclear Regulatory Commission Div. of Contracts & Property Mgmt. Contract Neg. Br. No. 1; P-1020 Washington, DC 20555		6. ADMINISTERED BY Code: (If other than Item 5) U.S. Nuclear Regulatory Commission Div. of Contracts & Property Mgmt. Contract Adm. Br. No. 2; P-902 Washington, DC 20555
7. NAME AND ADDRESS OF CONTRACTOR Keyboard Communications, Inc. Suite 630 Six Montgomery Village Avenue Gaithersburg, MD 20879-3546 Code: Facility Code:		8. DELIVERY [] FOB ORIGIN [X] OTHER (See below) 9. DISCOUNT FOR PROMPT PAYMENT N/A
10. SUBMIT INVOICES (4 copies unless otherwise specified) TO THE ADDRESS SHOWN IN ITEM: 6		
11. SHIP TO/MARK FOR See Section F.3	CODE	12. PAYMENT WILL BE MADE BY CODE U. S. Nuclear Regulatory Commission Division of Accounting and Finance GOV/COM Accounting Section Washington, DC 20555
13. AUTHORITY FOR USING OTHER THAN FULL AND OPEN COMPETITION [] 10 U.S.C. 2304(c)() [] 41 U.S.C. 253(c)()		
14. ACCOUNTING AND APPROPRIATION DATA B&R: 240-20-06-25-0; FIN D2414-2; APPN: 31X0200.240; OBLIGATED: \$115,128.00		
15A. ITEM NO.	15B. SUPPLIES/ SERVICES	15C. QUANTITY 15D. UNIT 15E. UNIT PRICE 15F. AMOUNT
Furnish, as ordered, word processing services in accordance with the Schedule herein.		
15G. TOTAL AMOUNT OF CONTRACT		(Ceiling) \$130,854.07
EXCEPTION TO STANDARD FORM SF26 (REV. 4-85) FAR(48 CFR) 53.214(a)		Prescribed by GSA

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A/S

X SEC	16. TABLE OF CONTENTS DESCRIPTION	PAGE(S)
	PART I - THE SCHEDULE	
A	SOLICITATION/CONTRACT FORM	
B	SUPPLIES OR SERVICES AND PRICES/COSTS	
C	DESCRIPTION/SPECIFICATIONS/WORK STATEMENT	
D	PACKAGING AND MARKING	
E	INSPECTION AND ACCEPTANCE	
F	DELIVERIES OR PERFORMANCE	
G	CONTRACT ADMINISTRATION DATA	
H	SPECIAL CONTRACT REQUIREMENTS	
	PART II - CONTRACT CLAUSES	
I	CONTRACT CLAUSES	
	PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS	
J	LIST OF ATTACHMENTS	
	PART IV - REPRESENTATIONS AND INSTRUCTIONS	
K	REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS	
L	INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS	
M	EVALUATION FACTORS FOR AWARD	

CONTRACTING OFFICER WILL COMPLETE ITEM 17 OR 18 AS APPLICABLE

17. ☒ CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return three copies to issuing office.) Contractor agrees to furnish and deliver all items or perform all the services set forth or otherwise identified above and on any continuation sheets for the consideration stated herein. The rights and obligations of the parties to this contract shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, if any, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)

18. ☐ AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number _____, including the additions or changes made by you which additions or changes are set forth in full above, is hereby accepted as to the items listed above and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) the Government's solicitation and your offer, and (b) this award/contract. No further contractual document is necessary.

19A. NAME AND TITLE OF SIGNER
(Type or print)

James V. McPhee

19B. NAME OF CONTRACTOR

by James V. McPhee
(Signature of person authorized to sign)

19C. DATE SIGNED

5/15/92

EXCEPTION TO STANDARD FORM 26 (REV. 4-85)

20A. NAME OF CONTRACTING OFFICER

Elois J. Wiggins

20B. UNITED STATES OF AMERICA

by Elois J. Wiggins
(Signature of Contracting Officer)

20C. DATE SIGNED

5/15/92