

## REQUEST FOR PROCUREMENT ACTION (RFPA)

SECY-85-207

2 RFPA REVISION NUMBER

Modification No Two

INSTRUCTIONS: This form is to be used for various types of procurement requests including sole-source actions, competitive solicitations and modifications.

Inapplicable items or those for which information has not been developed should be left blank. In such cases, the project officer should contact the Division of Contracts for specific guidance.

Submit the completed form to: Director  
Division of Contracts  
Office of Administration

## 3 TYPE OF ACTION REQUESTED (Check and complete as appropriate)

☒ ADMINISTRATIVE ACTION INITIATED BY DIVISION OF CONTRACTS☐ ISSUE A COMPETITIVE SOLICITATION☐ AWARD A CONTRACT ON THE BASIS OF AN UNSOLICITED PROPOSAL (Give contractor's name)☐ EXECUTE A MODIFICATION TO A CONTRACT

CONTRACT NUMBER

CONTRACTOR

☐ AWARD A NONCOMPETITIVE CONTRACT (Give contractor's name)☐ EMPLOY A BASIC ORDERING AGREEMENT (BOA)

BOA NUMBER

TITLE OF BOA

☐ ISSUE AN INTERAGENCY AGREEMENT (Give agency's name)

## 4a. PERIOD OF PERFORMANCE

## b. DELIVERY SCHEDULE

FROM

TO

10/30/84 5/15/85

## 5 SECURITY CLASSIFIED INFORMATION ANTICIPATED

## 6 PREPROPOSAL CONFERENCE CONTEMPLATED

☐ YES (Attach NRC Form 187)☐ YES☐ NO☐ NO

## 7 DECISION UNIT TITLE

## 8 TITLE OF PROJECT AND BRIEF DESCRIPTION OF WORK (50 word summary)

Increase monetary amount of Government liability from \$18,000 to \$36,000 (Increase of \$18,000) under Letter Contract NRC-17-85-207 awarded to Ace-Federal Reporters, Inc. on 10/29/84 for stenographic reporting services in the Washington, D.C. Metropolitan area, and to extend date for definitizing the contract from November 30, 1984 to December 31, 1984.

## 9 PROGRAM OFFICE RECOMMENDATION REGARDING SOCIO-ECONOMIC SET ASIDES (Complete where action requested in 3 above is for a competitive solicitation, a basic ordering agreement, or a noncompetitive contract)

100% SET-ASIDE FOR SMALL BUSINESS

PARTIAL SET-ASIDE FOR SMALL BUSINESS

JOINT SMALL BUSINESS—LABOR SURPLUS AREA SET-ASIDE

100% LABOR SURPLUS AREA SET-ASIDE

NONCOMPETITIVE CONTRACT PROCESSED UNDER THE PROCEDURES OF SECTION 8(a) OF THE SMALL BUSINESS ACT FOR AWARD TO A SMALL DISADVANTAGED BUSINESS

UNRESTRICTED ACTION

## 10 MANAGEMENT DIRECTIVES APPLICABILITY

DESCRIPTION

APPLICABLE

INAPPLICABLE

EXEMPTION NUMBER

OMB CIRCULAR A-76 (See NRC Bulletin 5105-1)

AUTOMATIC DATA PROCESSING COORDINATION (See NRCM 0904 and NRC Bulletin 2101-15)

APPROVAL FOR ACQUISITION OF CONSULTANT SERVICES (See NRCM 4139)

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## REQUEST FOR PROCUREMENT ACTION (RFPA)

## 11. DUPLICATION OF EFFORT (Check as appropriate)

☐ I certify based on inquiries made with other NRC offices that no unnecessary duplication of effort will result from the conduct of the subject work. (For actions less than \$100,000)

☐ Attached are certifications executed by each member of the Contract Review Board (Actions in excess of \$100,000)

☐ Contract Review Board Certification requests have been forwarded to Board Members for concurrence/comment. Completed certifications will be forwarded (For urgent actions only, with prior approval of the Division of Contracts)

## 12. LIST OF ATTACHMENTS

NUMBER	DESCRIPTION
	STATEMENT OF WORK
	EVALUATION CRITERIA WITH NUMERICAL WEIGHTS ASSIGNED
	LIST OF FIRMS TO BE SOLICITED, IN ADDITION TO THE GENERAL PUBLIC
	UNSOLICITED PROPOSAL JUSTIFICATION
	JUSTIFICATION FOR NONCOMPETITIVE PROCUREMENT
	DESIGNATION OF MEMBERS TO SOURCE EVALUATION PANEL
	JUSTIFICATION FOR ACQUISITION OF CONSULTANT SERVICES, NRC FORM 400A
	SPECIAL REQUIREMENTS (See NRC Appendix B101, Exhibit 1, Page 5)
	CONTROLLER'S APPROVAL OF A-76 DETERMINATION

## 13. ESTIMATED COST (Attach cost-estimate breakdown)

FISCAL YEAR				TOTAL
CURRENT	SECOND	THIRD		

## 14. FUNDING This certifies that funds in the amount cited below are available in the current budget for the work described above

AMOUNT	NAME OF CERTIFYING OFFICIAL (Typed and Signed)				DATE
	See attached RFPA M. SELY- 85-207 for certification of funds				
NUMBER(S)	AMOUNT(S)	NUMBER(S)	AMOUNT(S)	APPN NUMBER(S)	

## 15. PROJECT OFFICER'S NAME

MAIL STOP

TELEPHONE NUMBER

## 16. APPROVAL OF DIRECTOR OR DESIGNEE (Type name on line, and have signature placed above typewriting)

DATE

ORGANIZATION

*Kathryn A. Davis, Contract Negotiator*  
*ACB/DC/ADM*

*11/2/84*

## 17. REMARKS

FOR DIVISION OF CONTRACTS USE ONLY (Do not write below this line)

INITIAL ENTRY MADE INTO THE CIS/FPDS SYSTEM

INPUTER NAME

*M.C. Selden*

DATE ENTERED

*11/2/84*

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