

November 15, 1984

MEMORANDUM FOR: Edward McGregor, SECY, *DO*
Gloria Thomas, SECY, *PO*
Nancy Shimer, SECY
Elva Leins, ASLBP, *PO*
Patricia Wilder, ASLBP, *PC*
Doris Moran, ASLBP, *PC*
Barbara Jo White, ACRS, *DO*
Carol Rowe, ACRS
Michele Kelton, ACRS

FROM: Teresa McLearen, Contract Administrator
Administrative Contracts Branch
Division of Contracts

SUBJECT: Contract No. NRC-17-85-207 WITH ACE-Federal
Reporters, Inc.

This memorandum confirms the arrangements made for our meeting on
the subject contract:

DATE: November 20, 1984

TIME: 9:00 a.m.

PLACE: Room 1167, H Street

Among the items to be discussed are:

Work Orders and Changes Thereto
Transmittal Sheets
Late Deliveries
Rejection of Transcripts
Cancellation of Hearings
Minimum Payment
Invoices

and, of course, any other items you may wish to discuss.

If you have any questions, please call me at X-27533.

8506050618 841214
PDR FOIA
BIRD84-853 PDR

OFFICE

NAME

DATE

/s/
Teresa McLearen, Contract Administrator
Administrative Contracts Branch
Division of Contracts