

JUL 23 1984

Free State Reporting, Inc.
Attn: Mr. David Becker
1006 Cape St. Clair Road
Annapolis, MD 21401

Dear Mr. Becker:

Subject: Contract No. NRC-17-34-327

Confirming your July 23, 1984 telephone conversation with Teresa McLearen, NRC, your response to my July 20, 1984 letter outlining the deficiencies in your performance of the subject contract is required by July 31, 1984.

A meeting to discuss these deficiencies and the manner of their resolution has been tentatively scheduled for Monday, August 6, 1984, at 10:00 a.m., between yourself, the contract users, and the Division of Contracts. We will contact you to confirm the date, time and location of this meeting.

If you have any questions concerning this matter, please contact Teresa McLearen at (301) 492-7533.

Sincerely,

Timothy F. Hagan
Contracting Officer

8506050721 841214
PDR FOIA
BIRD84-853 PDR

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AGENDA

SUBJECT: Stenographic Reporting Services in the
Washington, DC Metropolitan Area
(NRC-17-84-327)

DATE: August 6, 1984, 10:00 a.m.

PLACE: Room 1130
1717 H Street, N.W.
Washington, DC

- I. Introduction
- II. Contractor to provide any facts bearing on items identified in letter dated July 20, 1984 (copy attached)
- III. Contractor to provide details of plans initiated, or to be initiated, to preclude recurrence of problems.
- IV. Discussion of Contractor's plans and NRC suggestions for improved performance

Pat Sullivan Sec'y

Re Transcripts - ECCS Subcommittee
Meeting - July 21, 1984

- The above transcript is not
complete due to some
unavailability of
information during work,
incomplete notes of
for Ciba, B. Johnson for
B. Johnson, etc.

A. Newson

8/7/84

✓ cc: Tim Hagen -

FOIA-84-853

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