

U.S. NUCLEAR REGULATORY COMMISSION

REQUEST FOR PROCUREMENT ACTION (RFP)

ADIN-74-381  
Mod. #3

RFP Number (See page 7  
of this enclosure)

Amendment

Date

To: Edward L. Halman  
Director  
Division of Contracts  
Office of Administration

From: Peter J. Goldman  
Director  
Office of Administration  
(Office)  
Management Development and Training  
(Division) Staff

INSTRUCTIONS - This form is designed to accommodate various types of procurement requests, including, sole source actions, competitive solicitations, and modifications. Items which are not applicable 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.

I. Project Data

1. Requested Action (check and/or complete as appropriate)

- [ ] a. Issue a competitive solicitation  
[ ] b. Award a contract on the basis of an unsolicited proposal  
[X] c. Execute a modification to contract number 10-79-387 with Binder, Elster,  
Mendleson & Wheeler, Inc.  
[ ] d. Award a sole source contract to \_\_\_\_\_

2. Identify by title of BOA if this action is intended to employ a Basic  
Ordering Agreement \_\_\_\_\_

3a. Title and 50 Word Summary Description of Project (or modification)

Career Counseling: Continue program to offer individual career counseling  
to volunteer NRC employees.

3b. Procurement History (Describe the relationship of the proposed project  
to past and/or contemplated in-house, interagency, and/or contract efforts)

This contract was let competitively with an NRC option to extend services  
provided for an additional year (FY 81). This option is to be executed.

8507190519 850503  
PDR FOIA  
SATERN85-182 PDR

Enclosure 1  
Page 1 of 9

## 4. Period of Performance/Delivery Schedule

9/17/80 - 9/17/81

## 5. Technical Representative/Project Officer

Name Kathryn E. Taylor

Room/Mail Stop MNBB-3208

Telephone 492-8214

## 6. Security/Classified Information

Anticipated

☐ yes (attached NRC Form 187)☒ no

## 7. Proposal Conference Contemplated

☐ yes☒ no

## II. FUNDING

Appropriation Symbol: 31X0200.401

## 1. B &amp; R Number

41-20-27-202

## 2. FIN Number

N/A

## 3. Estimated Cost (attach cost estimate breakdown)

a. current FY80 b. second FY81 c. third FY d. total cost

21,633

Subject to the availability of FY 1981 funds:

4. Fund Availability: This certifies that funds in the amount of \$ 21,633.<sup>00</sup> are available for obligation in the ~~1980~~ FY 1981 budget for the above described work.5. Signature of Certifying Official Larry P. Cooper, Chief Date Signed 8/20/80  
Fiscal Section, ADM

## III. DUPLICATION OF EFFORT (check as appropriate)

X

1. 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).

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

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

## IV. ATTACHMENTS (check as appropriate)

1. Statement of Work

2. Evaluation Criteria with numerical weights assigned

3. List of firms to be solicited, in addition to the general public

4. Unsolicited Proposal Justification

5. Justification for Noncompetitive Procurement

6. Designation of Members to Source Evaluation Panel

7. NRC Form "Contract Review Board Certification"

8. NRC Form "Special Requirements"

9. NRC Form "Panel Member Certification Statement"

X 10. Other Specify (Exercise of option for continued services in current contract.)

## V. REMARKS

Note typ on contract Mod. 1---Performance period reads: 9/17/79 - 9/16/79  
should be: 9/17/79 - 9/16/80

Signature -- Designating Official or Representative

Date

8/20/80

Dan J. Rienstra

Assistant to the Director  
Office of Administration

STATEMENT OF WORK - MOD. II

- I. Continue to provide service, as described in the original contract, to NRC Headquarters employees.

Contract Price:

100 initial sessions @ \$77.67 =	\$ 7,767.00
300 subsequent sessions @ 34.22 =	10,266.00
	<u>\$18,033.00</u>

- II. Provide space for conducting counseling sessions

\$300/month X 12	\$ 3,600.00
	<u>\$21,633.00</u>

Note: Modification should also include an increase in the total amount obligated by \$4,664.50, which was inadvertently omitted when Modification No. 2 was issued.

*Elise Higgins*  
9/4/80