

## REQUEST FOR PROCUREMENT ACTION (RFPA)

RFPA NUMBER

ADM-81-372, Mod. # 2

2 RFPA REVISION NUMBER

3

12/24/81

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

NRC-10-81-372

CONTRACTOR

Binder, Elster,  
Wheeler, Mendelson, Inc.☐ 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

FROM

TO

2/1/82

10/31/84

## b. DELIVERY SCHEDULE

## 5. SECURITY/CLASSIFIED INFORMATION ANTICIPATED

☐ YES (Attach NRC Form 187)☒ NO

## 6. PREPROPOSAL CONFERENCE CONTEMPLATED

☐ YES☒ NO

## 7. DECISION UNIT TITLE

ADMINISTRATIVE SUPPORT

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

TITLE: Career Counseling

Provide assistance in the evaluation and selection of Career Counselor in each NRC Region. Contractor will provide one fully qualified counselor who will travel to each of NRC's five regional offices and provide professional advice and counsel in assisting regional personnel in the evaluation and selection of regional career counselors.

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PDR FOIA  
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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☐ JOINT SMALL BUSINESS—LABOR SURPLUS AREA SET ASIDE☐ NONCOMPETITIVE CONTRACT PROCESSED UNDER THE PROCEDURES OF SECTION B(9) OF THE SMALL BUSINESS ACT FOR AWARD TO A SMALL, DISADVANTAGED BUSINESS☐ PARTIAL SET ASIDE FOR SMALL BUSINESS☐ 100% LABOR SURPLUS AREA SET ASIDE☐ UNRESTRICTED ACTION

## 10. MANAGEMENT DIRECTIVES APPLICABILITY

DESCRIPTION

APPLICABLE

INAPPLICABLE

EXEMPTION NUMBER

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

X

AUTOMATIC DATA PROCESSING COORDINATION (See NRCM D904 and NRC Bulletin 2101-15)

X

PROVAL FOR ACQUISITION OF CONSULTANT SERVICES (See NRCM 4139)

X

DIVISION OF CONTRACTS (DC) COPY

## REQUEST FOR PROCUREMENT ACTION (RFPA)

11. DUPLICATION OF EFFORT (Check as appropriate): <b>NA</b>		12. LIST OF ATTACHMENTS <b>NA</b>	
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)		NUMBER	DESCRIPTION
Attached are certifications executed by each member of the Contract Review Board (Actions in excess of \$100,000)			STATEMENT OF WORK
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)			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 5101 Exhibit 1, Page 5)
			CONTROLLER'S APPROVAL OF A 76 DETERMINATION

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

CURRENT	FISCAL YEAR	SECOND	THIRD	TOTAL
\$5,500				\$5,500

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

AMOUNT: \$5,500	NAME OF CERTIFYING OFFICIAL: <i>Larry P. Cooper</i>	DATE: 12/27/81
4-20-28-203 \$5,500	MAIL STOP: MNBB-3201	TELEPHONE NUMBER: 92-8214

15. PROJECT OFFICER'S NAME: <i>R. A. Allen</i>	MAIL STOP: MNBB-3201	TELEPHONE NUMBER: 92-8214
16. APPROVAL OF DIRECTOR OR DESIGNEE (Type name on line, and have signature placed above typewriting): <i>Peter J. Goldman</i>	DATE: 12/24/81	
ORGANIZATION: Management Development & Training Staff, ADM		

## 17. REMARKS

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

INITIAL ENTRY MADE INTO THE CIS/FPDS SYSTEM	DATE ENTERED: 12/30/81
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