

MAY 28 1981

Binder, Elster, Mendelson, and  
Wheeler, Inc.  
Attn: Irene Mendelson  
4948 St. Elmo Avenue  
Bethesda, MD 20014

Dear Ms. Mendelson:

Subject: Request for Quotation (RFQ) Under Contract No.  
NRC-10-79-387, "Career Counseling"

This Request for Quotation is solicited for consideration in the award of additional services under Contract No. NRC-10-79-387. These additional services are set forth in the enclosed Statement of Work (Enclosure 1).

Your quotation should include 1) a technical approach to accomplish these services, as well as a proposed delivery schedule; and 2) a cost estimate which should be prepared using the enclosed Optional Form 60 (Enclosure 2) with supporting summaries, or in any manner which sets forth the elements of cost you use in arriving at your total cost estimate.

Please submit your quotation to the Nuclear Regulatory Commission, Attn: Elois Wiggins, Division of Contracts, Washington, D.C. 20555 on or before June 10, 1981. If you have any questions concerning this matter, you may contact me or Ms. Wiggins or my staff on A/C 301, 427-4021.

This request does not commit the Government to pay any costs in the preparation or submission of the quotation, or to procure or contract for the services described above.

Sincerely,

ORIGINAL SIGNED BY

Craig D. Lebo  
Contracting Officer

Enclosures:

1. Statement of Work
2. Optional Form 60

hcc K Taylor MDTs

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PDR FOIA  
SATERN85-182 PDR

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OFFICE	ADM:DC	ADM:DC					
NAME	EWiggins:md	CDLebo					
DATE	5/27/81	5/27/81					

STATEMENT OF WORK

Under SECTION F - Descriptions/Specifications, ADD the following provisions:

F.3 SUPPORT FOR REGIONAL OFFICES

- F.3.1 Provide consultive services to NRC to identify at least three(3) qualified Career Counselors in close proximity to each of the five (5) Regional Offices.
- F.3.2 Provide consultive services to NRC in evaluating the background education, experience and other qualifications for use by NRC in selecting the appropriate counselor through separate competitive processes.
- F.3.3 Design and present a program, complete with appropriate documentation, to orient and train the counselors selected for each Region in the NRC Career Counseling program, and the methods and procedures necessary to ensure consistency throughout the Agency.
- F.3.4 Task F.3.3 will be conducted at the Contractor's premises.

Under SECTION H - Deliveries or Performance, EXTEND Period of Performance to October 31, 1981.

Contract  
File

FPDS-INDIVIDUAL CONTRACT ACTION REPORT (OVER \$10,000)

INTERAGENCY REVIEW  
CONTROL AND TRACKING

1. REPORTING AGENCY FPDS Organization Designation Code Manual		2. CONTRACT NUMBER (If not notified)		3. MODIFICATION NUMBER		14. NAME OF AGENCY AND ACT U.S. Nuclear Regulatory Commission (NRC)	
NU00		NRC1079387		5			
4. CONTRACTING OFFICE ORDER NUMBER				5. PURCHASING OR CONTRACTING OFFICE (FPDS Purchase Order Code Manual)			
				Code 5a. NAME			
6. DATE OF THIS ACTION CY Mo 8 0 1 1		7. TYPE OF DATA ENTRY 0 = ORIGINAL 1 = REVERSING 2 = CORRECTING		Items Being Changed			
8. REPORT PERIOD FY Qtr 8 1 1		9. DUNS CONTRACTOR ESTABLISHMENT CODE		9a. ESTABLISHMENT AND COMPLETE ADDRESS Contractor Name: Binder, Elster, Mendelson & Wheeler, Inc. Division Name: 4948 St. Elmo Avenue Street Address: Bethesda, MD City & State or Country:			
10. PRINCIPAL PLACE OF PERFORMANCE (STATE OR U.S. OUTLYING AREA OR COUNTRY--FIPS 5 or NBS LC 1067) - (CITY OR PLACE IN 50 STATES ONLY--FIPS 55)		10a. NAME OF PRINCIPAL PLACE OF PERFORMANCE					
2407125		Bethesda, MD					
11. TOTAL DOLLARS OBLIGATED OR DEOBLIGATED (Round to nearest million dollar; report in HDTFRS) (Round to nearest hundred thousand in FPDS)		11a. TYPE OF OBLIGATION 0 = OBLIGATED 1 = DEOBLIGATED 2 = INITIAL LOAD OF BOA TYPE CONTRACT (NO DOLLARS)		12. SUBJECT TO STATUTORY REQUIREMENTS A. Walsh Healey Act, Manufacturer B. Walsh Healey Act, Regular Dealer C. Service Contract Act D. Davis Bacon Act E. Not subject to Walsh Healey Service Contract, or Davis Bacon Act			
000000021633		1		E			
13. AFFIRMATIVE ACTION PROGRAM A. ON FILE 0 = Exempt 1 = Yes 2 = No		B. SUBJECT TO PREVIOUSLY HELD CONTRACTS 0 = Exempt 1 = Yes 2 = No		14. KIND OF CONTRACT ACTION 1. Initial Letter Contract 2. Definitive Contract 3. New Definitive Contract 4. Order Under Reporting Agency's Contract 5. Modification 6. GSA Federal Supply Schedule 7. Order Under another Agency's Contract 8. Termination for Default 9. Termination for Convenience			
1		1		5			
15. MULTI-YEAR CONTRACT 1 = Yes 2 = No		16. LABOR SURPLUS AREA (LSA) PREFERENCE 2. Partial Labor Surplus Area Set-Aside Preference (DoD only) 3. Labor Surplus Area - Tie-Bid Preference 5. Not a Labor Surplus Area Preference Award		6. Combined Small Business/Partial Labor Surplus Area Set-Aside Preference (DoD only) 7. Total Labor Surplus Area/Small Business Set-Aside Preference (P.L. 95-89) 8. Total Labor Surplus Area Set-Aside Preference (P.L. 95-89)			
1		5					
17. CONSULTANT TYPE AWARD 1 = Yes 2 = No		18. PRINCIPAL PRODUCT OR SERVICE (FPDS Product Service Guide Manual)		18a. DESCRIPTION			
2		Code U009		Other Training			
19. METHOD OF CONTRACTING 1. Two-step Formal Advertising 2. Other Formal Advertising 3. Negotiated Competitive 4. Negotiated Non-competitive		5. Directed Contracts for Foreign Governments 6. Tariff or Regulated Acquisition		20. EXTENT OF COMPETITION IN NEGOTIATION COMPETITIVE A1. Small Business Total Set-Aside A2. Small Business Partial Set-Aside A3. Labor Surplus Area Set-Aside A4. Labor Surplus Area/Small Business Set-Aside A5. Other Noncompetitive		NON-COMPETITIVE B1. Buy Indian B2. Buy Program B3. Follow-on After Competition B9. Other Negotiated Non-Competitive	
3				A1			
21. NEGOTIATION EXCEPTION AUTHORITY A = 10 USC 2304 (a) Supplies to DoD, USMC & NSA only C = 41 USC 252 (c) Supplies to Civilian Account		01 07 13 02 09 14 03 10 15 04 11 16 05 12 17 06 13 18		22. TYPE OF CONTRACT OR MODIFICATION A. Fixed Price Redetermination J. Firm Fixed Price K. Fixed Price Economic Price Adjustment L. Fixed Price Incentive		H. Cost Plus Award Fee S. Cost No Fee T. Cost Sharing U. Cost Plus Fixed Fee V. Cost Plus Incentive Fee Y. Time and Materials Z. Labor Hour	
C		01		J			
23. TYPE OF BUSINESS A1. Small Business (Disadvantaged BIA) A2. Small Business Owned by Minority Group A3. Other Small Business or Individuals B1. Large Minority Business B2. Other Large Business		C1. Non-Profit Private Educational Organization C2. Non-Profit Hospital C3. Non-Profit Research Institution, Foundation, Laboratory C4. Other Non-Profit Institutions D1. State/Local Government Educational D2. State/Local Government Hospital D3. State/Local Government Research Organization D4. Other State/Local E1. Acquired and Used Outside U.S./Outlying Areas E2. Acquired Outside U.S. Outlying Areas and Used inside U.S./Outlying Areas					
A3							
24. WOMAN OWNED BUSINESS 0 = Exempt 1 = Yes 2 = No 3 = Not Certified		25. COST ACCOUNTING STANDARDS CLAUSE 1. Required 2. Not Required		26. ESTIMATED COMPLETION DATE CY Mo 8 1 1 9		27. FOREIGN TRADE DATA A. Number of Bidders Offering Foreign Item B. Buy American Act Percent Difference C. Percent Foreign Content	
1		2		8 1 1 9		0 0 0 0	

Contracting Officer's Representative (Typed name and signature)

Elois J. Wiggins  
Elois J. Wiggins, Contract Specialist, ACB/DC

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6/8/81

STANDARD FORM 274-100-739  
Expires October 31, 81

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