



May 19, 2015

MEMORANDUM FOR: WILLIAM A. TOTH, JR.
DIRECTOR
OFFICE OF MOTOR VEHICLE MANGEMENT (QM)

FROM: CHRISTINA KINGSLAND
DIRECTOR
BUSINESS MANAGEMENT DIVISION (QMDC)

SUBJECT: Contract for use of the GSA Interagency Fleet Management System
by Awarded Contractor, Brookhaven Science Associates, on the
Department of Energy's (DOE) Contract No. DE-SC0012704.

Pursuant to GSA Order ADM 5450, Delegation of Authority, please approve this contract for the use of 235 general purpose passenger sedans and trucks for the DOE's Brookhaven National Laboratory contract with Brookhaven Science Associates (BSA), 2 Center St, Upton, NY 11973-9700, in support of performing contract related services. DOE contract DE-SC0012704 with BSA requires vehicle support effective through December 31, 2015.

GSA Fleet vehicles and related services will be used by Brookhaven Science Association employees supporting the contract requirements, which include a cost-reimbursable line item for GSA Fleet vehicles. The number of vehicles required for use by the contractor is predictable and expected to remain constant. The contractor will bear the entire cost of the program and these vehicles will not be used for any other awarded contracts.

All of the requirements of FAR 51.2 have been met and agreed to. Proof of liability insurance has been provided by the contractor and acknowledged by GSA.

Based upon thorough analysis we believe approval of this request will ensure continuous support to the customer and produce significant monetary savings to the Government. Your immediate consideration is requested, as the contract has already been awarded.

APPROVED: William A. Toth, Jr. (QMD) DATE: 5/21/15
William A. Toth, Jr.