

**H R B - S I N G E R , I N C .**

SCIENCE PARK, P. O. BOX 60 • STATE COLLEGE, PA. • PHONE 237-7611

~~SECRET~~ 

October 9, 1963

U. S. Naval Research Laboratory  
 Radio Division  
 Washington 25, D. C.

Attention: Dr. Howard O. Lorensen  
 Head, Countermeasures Branch

Gentlemen:


Reference: HRB Proposal P-3194

HRB-Singer, Inc. is pleased to submit its proposal, P-3194, to provide Engineering and Technician Services as required, covering a one-year period for work in the area of electronic countermeasures and associated equipment. We propose to make available the services of one (1) Junior Engineer and one (1) Technician for a period of at least one year.

HRB-Singer, Inc. provides both technical and administrative support to engineering and technical personnel on field assignments away from State College, Pa. Programs of a similar nature conducted by HRB-Singer, Inc. for other government agencies are provided with a minimum of 120 hours per man per year. This support time is provided on an as needed basis.

We are enclosing biographical sketches of the type individuals who we believe have the proper background for this work. If at all possible, any individual provided will possess a Top Secret clearance.

We are proposing a CPFF type program. The cost estimate is enclosed. A sufficient amount has been included to cover the cost of moving two individuals' households to the Anacostia, Maryland area. Travel has been estimated on the basis of 75% of the work being performed in the Anacostia area and 25% of the work being performed in other areas where the two men will be in travel status. No funds have been included for commercial travel away from the Anacostia area. In the event commercial travel is used, it will be charged at cost plus our normal 11% G&A. If MATS transportation is available, it should be used at no cost to HRB-Singer, Inc.

~~SECRET~~ 

A S U B S I D I A R Y O F T H E S I N G E R H A N D L E V I A  
 B Y E M A N M A P A N Y  
 C O N T R O L S Y S T E M O N L Y

**HRB** ~~SECRET~~ 

U. S. Naval Research Laboratory

October 9, 1963

- 2 -

If you have any technical questions concerning this proposal, please contact Mr. David Allison. The undersigned will be available for any required negotiations. We may be reached by calling ADams 7-7611 (area code 814) in State College, Pennsylvania.

Very truly yours,

Original Signed By John F. Knapp

John F. Knapp  
Assistant Secretary


JFK:im

Enclosures--

Resumes, 3 cys

Cost Estimate, 3 cys

Notes to Cost Estimate, 3 cys

~~SECRET~~   
CONFIDENTIAL

SUBSIDIARY OF THE SINGER COMPANY

HANDLED BY  
CONFIDENTIAL ONLY

**HRB**~~SECRET~~

HRB Proposal P-3194

October 9, 1963

COST ESTIMATE (CPFF BASIS)Direct Labor:

Senior Engineering	240 hours @ \$5.00/hr	\$1,200.00	
Junior Engineering	2080 hours @ 3.70/hr	7,696.00	
Technician	2080 hours @ 2.55/hr	5,304.00	
Plus 20% Increment (relocation)		<u>2,600.00</u>	\$16,800.00

Overhead:

@ 92% of Local Direct Labor Dollars	\$1,200.00	\$1,104.00	
@ 46% of Away Direct Labor Dollars	15,600.00	<u>7,176.00</u>	8,280.00

Moving Costs:

@ \$500.00 per man per move - 4 moves			2,000.00
---------------------------------------	--	--	----------

Travel:

Transportation- 8 rd trips to NRL	@ \$60.00	\$ 480.00	
--------------------------------------	-----------	-----------	--

Subsistence- 146 days @ \$16/day		<u>2,336.00</u>	<u>2,816.00</u>
-------------------------------------	--	-----------------	-----------------

<u>Engineering Cost</u>			\$29,896.00
-------------------------	--	--	-------------

<u>General &amp; Administrative Expense: @ 10% of Engineering Cost</u>			<u>2,990.00</u>
--	--	--	-----------------

<u>Total Cost</u>			\$32,886.00
-------------------	--	--	-------------

<u>Fixed Fee:</u>			<u>2,631.00</u>
-------------------	--	--	-----------------

<u>Selling Price</u>			<u>\$35,517.00</u>
----------------------	--	--	--------------------

~~SECRET~~

A SUBSIDIARY OF THE SINGER HONOLULU PEARL AND HERMES BYEMAN

CONTROL SYSTEM ONLY

**HRB**HRB Proposal P-3194  
October 9, 1963~~SECRET~~NOTES TO THE COST ESTIMATE

1. Direct Labor Rates are based on the average salaries of various labor categories. No overtime is anticipated. No additional employees are required for performance of a resulting contract.
2. Overhead and G & A Expense Rates are based on the current activity and forecasts. The G & A Rate is netted by those accounts classified as "Unallowable" by ASFR XV. The G & A Rate includes Home Office charges from The Singer Company.
3. At HRB, under our Government-approved accounting system, travel made directly in the interest of a project by a direct-charge employee is charged to the project involved and becomes part of the Engineering Cost of the project. Thus, it shares in the distribution of G & A Expense and allocation of fee. Transportation costs are charged at actual cost with the exception of privately-owned automobile transportation. The latter is reimbursed at a fixed rate per mile. Subsistence is reimbursed on a per diem basis and is computed on the quarter-day basis: 0-0600 hours, 0600-1200 hours, 1200-1800 hours, and 1800-2400 hours. Per diem is not charged if an employee leaves the State College premises after 0800 and returns before 1700 within one working day.
4. HRB-Singer, Inc. accounting system is based on generally accepted methods. Our procedures have been approved by the Government.
5. HRB-Singer, Inc. is a Delaware Corporation wholly owned by The Singer Company but operating as a separate entity.
6. Our proposal is firm for 90 days.
7. HRB-Singer, Inc. is under the cognizance of the Army Audit Agency, Philadelphia, Pa. Salary approvals are on file at Ft. Monmouth Procurement Office, Ft. Monmouth, New Jersey.
8. HRB-Singer, Inc. has a Top Secret Facility Clearance granted by Philadelphia Air Procurement District, 2 June 1959.
9. For uniformity in Cost Reimbursement Contracts, HRB-Singer, Inc. requests the negotiated overhead clause be incorporated in a resulting contract.



A SUBSIDIARY OF THE SINGER

HANDLE VIA  
CONTROL SYSTEM ONLY