

Date: October 1, 2003
TO: See Below
FROM: Deputy Director for Management
SUBJECT: NIH Service and Supply Fund Rates for FY 2004

Personnel from the Office of Financial Management (OFM) and the Central Services Offices and Centers (CSOCs) financed under the NIH Service and Supply Fund (SSF) have established FY 2004 rates for research and support services provided to CSOC customers. These rates are contained in the following pages.

These rates reflect a year-long process of reviewing each CSOC line of business funded by the SSF to ensure that the rates we charge approximate the full cost of providing goods or services to NIH and non-NIH customers. This review process is dynamic, and we intend to continue monitoring the CSOC SSF financial position and financial operations to ensure that we manage expenses and rates to allow the SSF to break-even.

Please provide this FY 2004 rate information to personnel involved in the procurement of goods and services from the NIH Central Services. If we may be of assistance, please call David Heller on 301-435-3051 or e-mail him at hellerd@od.nih.gov


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National Institutes of Health Service and Supply Fund

Fiscal Year 2004 Rate Book
(Effective October 1, 2003)

**NIH Service and Supply Fund
Fiscal Year 2004 Rates
Effective October 1, 2003**

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Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
SOUTH SYSTEM (OS/390)		
Processing		
WYLBUR editing (per 9672G5 CPU second)	\$ 1.45	No Change
TSO CPU time (per 9672G5 CPU second)	\$ 1.32	No Change
Batch *		
Minimum charge per batch job	\$ 0.25	No Change
IMS (per ENTER keystroke)	\$ 0.05	No Change
Tape		
Library storage (per tape-month)	\$ 1.00	No Change
Library removal (per tape)	\$ 15.00	No Change
Disk		
Disk storage (per MB-day)	\$ 0.01	No Change
Dedicated disk (per month)	\$ 2,050.00	No Change
Printing (per 1,000 lines)	\$ 1.00	No Change
Microfiche		
Each original	\$ 2.00	No Change
Each duplicate	\$ 0.25	No Change
Minimum charge per job	\$ 2.50	No Change
Connect Time (Logon Time)		
Wylbur (per hour)	\$ 1.00	No Change
TSO (per hour)	\$ 0.90	No Change
Remote Job Entry		
Setup fee for new RJE	\$ 100.00	No Change
Dedicated Line (per month)	CIT cost pass through	
Port charge (per month)	\$ 50.00	No Change
Discounts		
Interactive and Batch Processing:		
Workday sessions starting after 5:00 p.m. & ending before 7:00 a.m.	50% discount	
All sessions that occur entirely on weekends.	50% discount	
DB2 Processing		
0+ to 2.273 CPU seconds (per 9672G5 CPU second)	\$ 1.32	No Change
>2.273 to 5.682 CPU seconds (per 9672G5 CPU second)	\$ 0.97	No Change
>5.682 to 45.455 CPU seconds (per 9672G5 CPU second)	\$ 0.44	No Change
over 45.455 CPU seconds (per 9672G5 CPU second)	\$ 0.22	No Change
* Batch charges are calculated in this manner:		
Charges = $1.28 * C * (.0002 * R + 1) + .0000315 * I + T$ where		
C = CPU time in 9672 Gen5 CPU seconds		
R = region used up to 1536K		
I = I/O used		
T = number of assigned tapes and special tapes mounted		

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
TITAN SYSTEM (OS/390)		
Processing		
Batch CPU (per 9672G5 CPU second)	\$ 1.80	No Change
Batch I/O (SIO) (per 1,000)	\$ 0.02	No Change
Interactive CPU (per 9672G5 CPU second)	\$ 2.08	No Change
Interactive I/O (SIO) (per 1,000)	\$ 0.02	No Change
Disk storage (per MB-day)	\$ 0.02	\$ (0.02)
Tape		
Tape mount	\$ 0.50	No Change
Library storage (per tape-day)	\$ 0.03	No Change
Printing		
Standard (per image)	\$ 0.06	No Change
Labels (per 1,000 lines)	\$ 1.15	No Change
Microfiche		
Each original	\$ 2.00	No Change
Each duplicate	\$ 0.25	No Change
Minimum charge per job	\$ 2.50	No Change
Remote Job Entry		
Setup fee for new RJE	\$ 100.00	No Change
Dedicated Line (per month)	CIT cost pass through	
Port charge (per month)	\$ 50.00	No Change
Discounts		
Interactive and Batch Processing:		
Workday sessions starting after 5:00 p.m. and ending before 7:00 a.m.	50% discount	
All sessions that occur entirely on weekends.	50% discount	
Model 204 and ADABAS charged by CPU usage and I/O at either batch or interactive rate, as appropriate.		
EOS (Unix)		
Dedicated Unix Server (hardware,system,environment,support,		
Managed Disk storage - including backup (per GB-month)	\$ 16.30	\$ (53.70)
Connect:Direct per server (per month)	\$ 868.75	No Change
Oracle services on Shared Server		
Shared Oracle database service (2 instances/month)	\$ 4,501.75	No Change
Shared Oracle midtier service (2 components/month)	\$ 3,995.75	No Change
SCIENTIFIC SYSTEMS		
Advanced Laboratory Workstation		
User fee (per month)	\$ 22.00	No Change
Disk storage (per MB-month)	\$ 0.10	No Change
Machine fee (per month)	\$ 150.00	No Change
Helix Services		
Helix user subscription fee (per month)	\$ 20.00	No Change
Disk Storage (per MB-month)	\$ 0.10	No Change

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+ / (-)]
MICROSOFT WINDOWS SERVICES		
Server fees encompass hosting services only and do not include server hardware costs. Hardware requirements are addressed on a per customer basis to best meet customer needs.		
Charges are listed for standard configurations.		
Custom configurations are available.		
All charges are monthly unless otherwise noted.		
Server Fees		
Dedicated Server		
Service - excludes hardware	\$ 1,325.00	No Change
Storage - based on customer requirements	Varies	
Shared File and Print Server		
Service - includes 50 GB storage	\$ 584.00	No Change
Shared Database Server instance		
Service - includes 2 GB storage	\$ 250.00	No Change
Application Hosting Fees		
Setup fee for any application (one time charge)	\$ 200.00	No Change
Web hosting (per IIS site)	\$ 100.00	No Change
Print service (annually, per queue, no server charge)	\$ 150.00	No Change
MS SQL Services on Dedicated Server		
First application DB setup charge	\$ 722.00	No Change
First application DB monthly charge	\$ 814.00	No Change
Each additional application DB setup charge	\$ 181.00	No Change
Each additional application DB monthly charge	\$ 210.00	No Change
SQLSVR License fee monthly (Std. Edition, 2 processors)	\$ 210.00	No Change
MS SQL Services on Shared Server		
Setup charge (per database)	\$ 181.00	No Change
Monthly charge (per database)	\$ 210.00	No Change
Disk storage, each 2 GB	\$ 30.00	No Change
ColdFusion Hosting on Shared Server		
Site setup charge	\$ 200.00	No Change
Monthly charge per site	\$ 200.00	No Change
MISCELLANEOUS SERVICES		
Firewall Services for Applications		
Setup charge	\$ 9,200.00	No Change
Annual maintenance	\$ 1,400.00	No Change
HW and system support (per month)	\$ 192.00	No Change
Policy support (per month)	\$ 1,585.00	No Change
ADSM (NBARS)		
Storage (per file per month)	\$ 0.00	No Change
Transfer		
first gigabyte	\$ 15.00	No Change
each gigabyte thereafter	\$ 7.50	No Change
minimum transfer	\$ 3.00	No Change
Disaster Recovery (per month per application)	\$ 625.00	No Change

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
MISCELLANEOUS SERVICES (continued)		
Silk Web		
Basic (storage=10MB, traffic=500MB)		
Server charge (per month)	\$ 60.00	No Change
Password protection (per month)	\$ 10.00	No Change
Secure sockets layer (SSL) (per month)	\$ 20.00	No Change
Intermediate (storage=25MB, traffic=1000MB)		
Server charge (per month)	\$ 110.00	No Change
Password protection (per month)	\$ 15.00	No Change
Secure sockets layer (SSL) (per month)	\$ 35.00	No Change
Advanced (storage=50MB, traffic=2000MB)		
Server charge (per month)	\$ 200.00	No Change
Password protection (per month)	\$ 20.00	No Change
Secure sockets layer (SSL) (per month)	\$ 50.00	No Change
Central Printing (LAN initiated)		
Per page	\$ 0.06	No Change
Programming/Analysis Services		
Developer/Analyst	\$ 75.00	\$ 3.00
Senior Developer/Analyst	\$ 85.00	\$ 1.00
Architect	\$ 85.00	New
Senior Architect	\$ 96.00	No Change
Lead/Manager	\$ 96.00	No Change
NIHNet		
Each IC's amount based on pro-rata share of total costs		
Administrative Data Base Support		
Each IC's amount based on pro-rata share of total costs		
Telecommunications--administrative costs		
Each IC's amount based on proportion of telephone lines		
Customer Support Services		
Variable Rates Based on Requirements		
Software Licenses		
Software available at discounted pricing through the Software Distribution Project (SDP).		
SDP Web Site: http://sdp.cit.nih.gov/		
Contact Dave Hunter at 301-594-6847 for pricing		

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
Telecommunication Services		
611 Expedite	\$ 200.00	New
Expedite Processing	\$ 200.00	New
Courier/Delivery		
One way	\$ 50.00	New
Round Trip	\$ 75.00	New
Change Order	\$ 200.00	New
No Access	\$ 150.00	New
Dedicated Specialist		
Per Week	\$ 4,000.00	New
Per Month	\$ 12,000.00	New
Per Year	\$ 150,000.00	New
Proprietary System M,A,C (plus ASF direct bill)	\$ 200.00	New
Remote Access Account Management	\$ 200.00	New
Station/Line Survey	\$ 20.00	New
Project Management		
Per Station	\$ 50.00	New
Telecomm Admin Reports	\$ 150.00	New
UCD Training	\$ 200.00	New
Video Services		
Scheduled Video Bridging (ISDN or IP)		
384Kbps or below		
Business Day (8AM-5PM) (per port/per minute)	\$ 0.60	New
After Hours (per hour + \$0.60 per port/per minute)	\$ 135.00	New
Above 384Kbps		
Business Day (8AM-5PM) (per port/per minute)	\$ 1.20	New
After Hours (per hour + \$1.20 per port/per minute)	\$ 135.00	New
ISDN to IP Gateway Service		
64Kbps-port-min	\$ 0.05	New
General Labor Support		
Business Day (8AM-5PM) (per hour)	\$ 90.00	New
After Hours (per hour)	\$ 135.00	New
Equipment Rental		
Desktop System (per hour)	\$ 10.00	New
Mobile Encoder (per hour)	\$ 50.00	New
Room System (per hour)	\$ 25.00	New
Room System w/Monitor (per hour) (needs 7 days notice)	\$ 100.00	New
Manage Video Endpoint		
Per year	\$ 500.00	New
Video Bridge Support		
Dedicated Bridge Call Monitoring		
Business Day (8AM-5PM) (per hour)	\$ 90.00	New
After Hours (per hour)	\$ 135.00	New
Dedicated (Ad hoc) Video Bridging		
IP-Only (per month/port)	\$ 200.00	New
Bridge Certification		
First hour -end point	\$ 25.00	New
After first hour	\$ 90.00	New
Encoding Support (includes 4 edits)		
Business Day (5AM-8PM) (per hour)	\$ 210.00	New
After Hours (per hour)	\$ 300.00	New

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
Video Bridge Support (continued)		
Editing Support		
Business Day (5AM-8PM) (per edit)	\$ 25.00	New
After Hours (per hour)	\$ 125.00	New
After Hours (per edit)	\$ 25.00	New
Archival Support (1-yr@ 220Kbps Surestream) (per hour)	\$ 50.00	New
CD Copy of an event (up to 4 hours) (per event)	\$ 20.00	New
DVD Copy of an event (per event)	\$ 30.00	New
Pagers		
104 Pager Support		
Provisioning (per pager)	\$ 285.00	New
Repair (per pager)	\$ 110.00	New
RF Coverage (per hour plus materials)	\$ 50.00	New
Two-Way Radios		
Support		
Provisioning (plus cost of materials)	\$ 150.00	New
Radio Programming		
Per Radio	\$ 25.00	New
Set-up	\$ 200.00	New
Equipment Repair (per hour plus cost of repair)	\$ 50.00	New
RF Coverage Expansion (per hour plus cost of materials)	\$ 50.00	New
Cable Infrastructure Services		
CIT Staff Charges		
Service Order Expedite (per order)	\$ 100.00	New
Overtime Order Process (per order)	\$ 100.00	New
Process Purchase Order for customer (per order)	\$ 100.00	New
Project Management (Standard Time) (per hour)*	\$ 50.00	New
Project Management (Overtime or Callout) (per hour)*	\$ 75.00	New
* A minimum charge for each order - one hour for Standard Time and three hours for Overtime or callout.		
Verizon Contractor Charges		
Survey Existing Work Area Outlets -per WAO (minimum 10 WAO)	\$ 25.00	New
Copper Cable Testing (Standard Time)		
8CAT-5e or CAT-6 Cables -per hour	\$ 100.00	New
Fiber Cable Testing (Standard Time)		
8 pairs of fiber -per hour	\$ 100.00	New
Install & test		
4 CAT-5e/6 cables -per WAO*	\$ 600.00	New
2 CAT-5e/6 cables -per WAO*	\$ 400.00	New
1 CAT-5e/6 cables -per WAO*	\$ 300.00	New
Contractor Labor		
Standard Time (6:30AM-3PM M-F) -per hour	\$ 54.41	New
Overtime (evenings & Saturdays) -per hour	\$ 81.77	New
Double-time (Sundays & Holidays) -per hour	\$ 109.02	New
*These are estimated upper limits. The actual cost, plus project management time will be charged to the customer.		

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+ / (-)]
Verizon Contractor Charges (continued)		
Pairs of Fiber - to off campus locations		
One - Leased (Up to 10 Miles) -per month	\$ 1,742.00	New
Two - Leased (Up to 10 Miles) -per month	\$ 2,640.00	New
Three - Leased (Up to 10 Miles) -per month	\$ 3,300.00	New
Four - Leased (Up to 10 Miles) -per month	\$ 5,798.00	New
Installation -per pair*	variable	
Pairs of Fiber - within a building		
Installation -per pair	\$ 1,100.00	New
Pairs of Fiber - between buildings on campus		
Installation -per pair	\$ 4,000.00	New
Lease -per pair -per month	\$ 84.00	New
Lease -per pair -per year	\$ 84.00	New
*If an existing infrastructure from street to building-If not, cost will vary		
Networking Services		
Scheduled Labor		
Business Day (8AM-5PM) -per hour	\$ 120.00	New
After Hours -per hour	\$ 150.00	New
Unscheduled Labor		
Business Day (8AM-5PM) -per hour	\$ 180.00	New
After Hours -per hour	\$ 210.00	New
Email List (Listserv) Service - non-NIH customers		
Regular list (discussion or announcement) <501 addresses		
Set up	\$ 100.00	New
Annual	\$ 900.00	New
Additional members (per 500 addresses, per year)	\$ 120.00	New
Announcement-Regular <50,001 addresses		
Set up	\$ 100.00	New
Annual	\$ 1,800.00	New
Additional members (per 10,000 addresses, per year)	\$ 180.00	New
Announcement-Urgent <50,001 addresses		
Set up	\$ 250.00	New
Annual	\$ 3,000.00	New
Additional members -per 10,000 addresses (per year)	\$ 300.00	New
Firewall Services		
Small Office		
Startup	\$ 4,500.00	New
Gold (Standard) (per year)	\$ 2,200.00	New
Platinum (Premium) (per year)	\$ 3,800.00	New
Enterprise		
Startup	\$ 10,000.00	New
Gold (Standard) (per year)	\$ 3,400.00	New
Platinum (Premium) (per year)	\$ 5,000.00	New
Enterprise Redundant		
Startup	\$ 13,000.00	New
Gold (Standard) (per year)	\$ 3,800.00	New
Platinum (Premium) (per year)	\$ 5,400.00	New
Gigabit Enterprise		
Startup	Variable	
Gold (Standard) (per year)	Variable	
Platinum (Premium) (per year)	Variable	

Center for Information Technology (CIT)

Product or Service	Rate	Change from Previous Year [+/-]
Desktop Connectivity		
10/100 Port*		
Installation	\$ 150.00	New
Maintenance (per year)	\$ 300.00	New
*Average rate based on 200 port installation		

Office of the Director

Product or Service	Rate	Change from Previous Year [+ / (-)]
BETHESDA HUMAN RESOURCES CENTER		
Training (per student)	Cost	No Change
Records Management (per official personnel folder)	\$ 66.00	\$ 16.00
OFFICE OF FINANCIAL MANAGEMENT (OFM)		
Accounts Payable		
Commercial Accounts (per line item)	\$ 10.50	No Change
Travel Accounts (per order/voucher)	\$ 9.00	\$ 0.25
Fellowships (per payment)	\$ 10.00	No Change
General Ledger, Government Accounting, CFO Branch	Formula based on the level of transactions processed in the prior year.	New
OFFICE OF LOAN REPAYMENT (LRP)		
Application Review and Management		
Extramural (new)-Funded (per application reviewed)	\$ 2,620.00	\$ (380.00)
Extramural (new)-Unfunded (per application reviewed)	\$ 1,600.00	\$ (1,400.00)
Extramural (renewal) (per application reviewed)	\$ 1,400.00	\$ (800.00)
Intramural (new) (per application reviewed) *	\$ 2,100.00	\$ (300.00)
Intramural (renewal) (per application reviewed) *	\$ 1,200.00	\$ (700.00)
Program Operations and Management		
Extramural Participant (per active participant)	\$ 1,250.00	\$ (150.00)
Intramural Participant (per active participant) *	\$ 1,100.00	\$ (100.00)
*This rate is charged to the Office of Loan Repayment and Scholarships (OD PPA) only. Institutes and Centers are not charged for these services.		
OFFICE OF LOGISTICS & ACQUISITION OPERATIONS (OLAO)		
Division of Personal Property Services		
Intramural (Property Administration) (per line item per month on the Capital Property File)	\$ 2.30	No Change
Extramural (Contracts) (per contract per month on the Capital Property File)	\$ 34.00	No Change
Refurbished Furniture	GSA base cost plus 50% F.O.B. plus 12% surcharge	No Change No Change
Division of Logistics Services:		
Supply Management:		
Self-Service Stores	Cost plus 20% surcharge	No Change
Warehouse (except for dry ice & animal food & bedding)	Cost plus 20% surcharge	No Change
Case Lots (handling charge) (per requisition)	\$ 30.00	No Change
Less than Case Lots (handling charge) (per requisition)	\$ 40.00	No Change
Dry Ice (50 lb. Boxes) Crushed, Cube or Sliced	Cost plus 20% surcharge	No Change
Animal Food & Bedding	Cost plus 39% surcharge	No Change
Chemicals	Cost plus 24% surcharge	No Change
Emergency Delivery	\$ 50.00	No Change

Office of the Director

Product or Service	Rate	Change from Previous Year [+/-]
OFFICE OF LOGISTICS & ACQUISITION OPERATIONS (OLAO)/Division of Logistics Services (continued)		
Transportation Management:		
Dedicated Vehicles (per month)	\$ 150.00	No Change
Vehicle Transportation Branch*		
Vehicle Rental via Contract	Cost plus 20% surcharge	New
Special Events (Bus Specials) via Contract	Cost plus 20% surcharge	New
Vehicle Maintenance via Contract	Cost plus 40% surcharge	New
* New Rates and Structure for Fleet Transportation Branch (formerly Fleet Support & Fleet Maintenance)		
Relocation Services *		
Regular Time (per hour per employee)	\$ 43.00	\$ 4.00
Overtime (per hour per employee)	\$ 64.00	\$ 6.00
Vehicle Cost (per hour)	\$ 30.00	\$ 3.00
*If applicable, there is an additional custom charge		
Freight Forwarding		
Packaged by Owner	\$ 42.00	No Change
Packaged by Shipping	\$ 51.00	No Change
Package Pickups	\$ 32.00	No Change
Unloading Charges		
70 lbs. and under	\$ 42.00	No Change
Over 70 lbs.	\$ 126.00	No Change
Inbound shipments	\$ 17.00	No Change
Hazardous Shipment Inspection	\$ 31.00	No Change
Procurement Management		
Contract Issuance - New/Mod (per hour)	\$ 69.00	No Change
Indefinite Delivery Contract (ICD Specific) (per hour)	\$ 69.00	No Change
Purchase Order-Central Proc (New): MC, FC, MD, FD, ME, MG, FG		
<\$2,500	\$ 85.00	No Change
>\$2,500	\$ 110.00	No Change
Purchase Order - Central Proc. (Mod)	\$ 85.00	No Change
Purchase Card Order (per line)	\$ 4.00	\$ (0.50)
DELPRO Documents		
Record of Call-BPA	\$ 12.00	No Change
Record of Call - ICD (NIH Wide)	\$ 160.00	No Change
Purchase Order - Professional Services Contract	\$ 15.00	No Change
Purchase Order - Reprints	\$ 15.00	No Change
Scientific Repair Order	\$ 15.00	No Change
GSA Fed Strip	\$ 18.00	No Change
Ratification of Unauthorized Procurement	\$ 600.00	No Change
Office of Technology Transfer (OTT)		
OTT Support Services	Formula Based on the level of IC activity in the prior year	No Change

Office of Research Facilities (ORF)

Product or Service	Rate	Change from Previous Year [+/-]
ARCHITECTURE ENGINEERING CONTRACTING SERVICES		
Award fee **	0.9%	No Change
Administration fee ***	0.6%	No Change

* Cost recovery is on a percent fee basis, consistent with industry practice. There is an award fee for all services up to and including the award of the contract and a second fee for post award. Charges will be collected on scheduled basis through the DCAB PIN system billing.

** Percent fee based on Total \$ Value of Awards. Services up through award include working with the NIH project officer and project team on the development of an acquisition strategy and acquisition plan, preparation of the project general conditions and the contract, preparation and management of the solicitation, and response evaluation process, negotiation and award.

*** Percent fee based on Value of Work Administered. Post award services include review of contractor performance, approval of contractor invoices, negotiation and resolution of claims.

CAPITAL PROJECTS/PROPERTY MANAGEMENT SERVICES

Material Acquisition and Supply Section

Inventory Issues	Cost	No change
Special Procurement	Cost	No change

Consultant Services:

DCPM Project Officer (per hour)	\$ 105.00	\$ 3.53
DPPA Project Officer (per hour)	\$ 105.00	New

Project Management:

Multi-Tiered (Percentage) Rate:*		
Value of Construction:		
Under \$100,000	20% plus CQM	New Tier
\$100,000 to \$500,000	15% plus CQM	New Tier
\$500,000 to \$5,000,000	10% plus CQM	New Tier
\$5,000,000 to \$10,000,000	5% plus CQM	New Tier
Over \$10,000,000	2% plus CQM	-1% plus CQM

CQM = Construction Quality Management

*The actual rate and amount will be included on the project plan for each project.

Office of Research Services (ORS)

DIVISION OF EVENTS MANAGEMENT SERVICES - CONFERENCE SERVICES

Location	Full Day (>4 hrs)	Half Day (<4hrs)	2 Hours (< 2hrs)	1 Hour (< 1hr)
Bldg. 1				
Room 151	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Wilson Hall	\$ 2,500.00	\$ 1,500.00	\$ 1,125.00	\$ 1,125.00
Bldg. 10				
Lipsett Amphitheatre	\$ 3,000.00	\$ 1,800.00	\$ 1,350.00	\$ 1,350.00
Masur Auditorium	\$ 4,000.00	\$ 2,400.00	\$ 1,800.00	\$ 1,800.00
Bldg. 31				
6C, Room 10	\$ 1,900.00	\$ 1,150.00	\$ 850.00	\$ 850.00
6C, Room 6	\$ 1,900.00	\$ 1,150.00	\$ 850.00	\$ 850.00
6C, Room 7	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
6C, Room 8	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
6C, Room 9	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
Bldg. 40				
Room 1201/1203	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room 1201	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room 1203	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Vlid Conf. Room 1207	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Bldg. 45				
Atrium Space	\$ 1,500.00	\$ 900.00	\$ 900.00	\$ 900.00
Lower Level Open Space	\$ 1,000.00	\$ 600.00	\$ 600.00	\$ 600.00
Balcony A	\$ 1,400.00	\$ 850.00	\$ 650.00	\$ 650.00
Balcony B	\$ 1,400.00	\$ 850.00	\$ 650.00	\$ 650.00
Balcony C	\$ 1,400.00	\$ 850.00	\$ 650.00	\$ 650.00
Main Auditorium	\$ 4,000.00	\$ 2,500.00	\$ 1,800.00	\$ 1,800.00
Room A	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room B	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room C1/C2	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room C1	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room C2	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room D	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room E1/E2	\$ 2,500.00	\$ 1,500.00	\$ 1,125.00	\$ 1,125.00
Room E1	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room E2	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room F1/F2	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room F1	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room F2	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room G1/G2	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room G1	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room G2	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room H Vid Tel	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room J Vid Tel	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Bldg. 49				
Room A/B	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room A	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room B	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00

Office of Research Services (ORS)

DIVISION OF EVENTS MANAGEMENT SERVICES - CONFERENCE SERVICES

Location	Full Day (>4 hrs)	Half Day (<4hrs)	2 Hours (< 2hrs)	1 Hour (< 1hr)
Bldg. 50				
Room Undivided	\$ 1,900.00	\$ 1,150.00	\$ 850.00	\$ 850.00
Room 1227/1233 Lobby	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room 1328/1334 Rear Corr	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room 1334 Video Tel	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Bldg. 60				
Class 134	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Class 162 A/B	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Chapel/Lecture Hall	\$ 2,500.00	\$ 1,500.00	\$ 1,125.00	\$ 1,125.00
Rathskellar-B1A199C	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
6001 Executive Blvd				
Room A1/A2	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room B1/B2	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room C	\$ 1,500.00	\$ 900.00	\$ 675.00	\$ 675.00
Room D	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room E Vid Tel	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Executive Plaza North				
Room C	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
Room D	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
Room E	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
Room F	\$ 300.00	\$ 180.00	\$ 150.00	\$ 75.00
Room CD	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room EF	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room CDEF	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room G	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room H	\$ 950.00	\$ 600.00	\$ 425.00	\$ 425.00
Room J	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Rockledge 2				
Room 9100/9104	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room 9100	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00
Room 9104	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room 9112/9116	\$ 1,200.00	\$ 750.00	\$ 550.00	\$ 550.00
Room 9112	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room 9116	\$ 750.00	\$ 450.00	\$ 350.00	\$ 350.00
Room 9208 Vid Tel	\$ 500.00	\$ 300.00	\$ 225.00	\$ 225.00

Office of Research Services (ORS)

DIVISION OF EVENTS MANAGEMENT SERVICES - CONFERENCE SERVICES (continued)

NIH Events Management FY 2004 Cancellation Plan

#	Room Capacity	Time in Hours and Calendar Days	Description	Billing rate
1	All	No-Show	Event booked and no one shows up for event	100 % of booked room rate
2	All	<48-Hour Notice	Event cancelled less than 48 hours before start time	100 % of booked room rate and 100 % of supplemental services
3	< 100 persons	30-Day Notice	Event cancelled 30 or more days before start date	No cancellation fee
		<30-Day Notice	Event cancelled less than 30 days before start date	50 % of booked room rate
4	101 to 150 persons	60-Day Notice	Event cancelled 60 or more days before start date	No cancellation fee
		59-Day to 30-Day Notice	Event cancelled 59 days to 30 days before start date	50 % of booked room rate
		<30-Day Notice	Event cancelled less than 30 days before start date	100 % of booked room rate
5	151 to 1,000 plus persons	180-Day Notice	Event cancelled 180 days or more days before start date	No cancellation fee
		179-Day to 90-Day Notice	Event cancelled 179 days to 90 days before start date	50 % of booked room rate
		<90-Day Notice	Event cancelled less than 90 days before start date	100 % of booked room rate

Office of Research Services (ORS)

Product or Service	Rate	Change from Previous Year [+ / (-)]
DIVISION OF EVENTS MANAGEMENT SERVICES - MULTIMEDIA SERVICES		
Job Service FEE		
Processing Fee (per job)	\$ 13.00	No Change
Rush Charge-other than routine	Cost plus 50% surcharge	No Change
Rush Charge-same or next day	Cost plus 100% surcharge	No Change
In House Professional Services		
Consult/Coordinate/ Design (per hour)	\$ 98.00	\$ 3.00
Audio Vis. Assit. (per hour)	\$ 38.25	New
Animation (per hour)	\$ 98.00	\$ 3.00
Digitizing Video (per hour)	\$ 98.00	\$ 3.00
Directing/Producing (per hour)	\$ 98.00	\$ 3.00
Off Air Coverage each	\$ 98.00	\$ 3.00
Fax Distribution (per hour)	\$ 98.00	\$ 3.00
Fiber Optic Connect (per connect)	\$ 98.00	\$ 3.00
Location Videotaping (per hour)	\$ 98.00	\$ 3.00
LCD Projector (half day)	\$ 125.00	No Change
LCD Projector (full day)	\$ 218.00	No Change
Script Writing (per hour)	\$ 98.00	\$ 3.00
Satellite Downlink (each)	\$ 98.00	\$ 3.00
Studio Taping (per hour)	\$ 98.00	\$ 3.00
Tape Duplication (per hour)	\$ 98.00	\$ 3.00
Video Non Linear Editing (per hour)	\$ 171.00	\$ 8.00
Video Linear Editing (per hour)	\$ 203.00	No Change
Products		
TAPE/BETACAM SP90 (per item)	\$ 40.00	\$ (2.00)
TAPE/BETACAM SP60 (per item)	\$ 30.00	\$ (1.50)
TAPE/BETACAM SP30 (per item)	\$ 20.00	\$ (1.63)
TAPE/BETACAM SP20 (per item)	\$ 20.00	\$ (1.00)
TAPE/BETACAM 90 (per item)	\$ 20.00	\$ (1.00)
TAPE/BETACAM 60 (per item)	\$ 20.00	\$ (1.00)
TAPE/BETACAM 30 (per item)	\$ 13.00	\$ (0.65)
TAPE/VHS 160 (per item)	\$ 6.00	\$ (0.30)
TAPE/VHS 120 (per item)	\$ 5.00	\$ (0.25)
TAPE/VHS 30 (per item)	\$ 3.85	\$ (0.19)
TAPE VHS T200 (per item)	\$ 3.00	\$ (0.15)
DVC PRO 33M TAPES (per item)	\$ 11.00	\$ (0.55)
DVC PRO 66M TAPES (per item)	\$ 17.50	\$ (0.61)
DVC PRO 126L TAPES (per item)	\$ 38.00	\$ (1.90)
DVC PRO 92L TAPES (per item)	\$ 53.50	\$ 2.10
DVD (per item)	\$ 10.00	No Change
Contact DEMS-VIDEO for additional, prices, products, and services not listed above.		
Contracted Services	Cost plus 10% surcharge	-10.00%
Captioning		
Satellite Feed (Non-Prime)		
Satellite Feed (Prime)		
Satellite Feed Tracking		
Talent		

Office of Research Services (ORS)

Product or Service	Rate	Change from Previous Year [+/(-)]
DIVISION OF MEDICAL ARTS AND PRINTING SERVICES		
Job Service Fee		
SSFAS Processing Fee (per job)	\$ 13.00	No Change
Rush Charge-other than routine	Cost plus 50% surcharge	No Change
Rush Charge-same or next day	Cost plus 100% surcharge	No Change
In House Professional Services		
Design (per hour)	\$ 95.00	No Change
Medical Illustration (per hour)	\$ 95.00	No Change
Photography (per hour)	\$ 95.00	No Change
Customer Service (per hour)	\$ 95.00	No Change
Products		
Slides		
35 mm computer slides (per item)	\$ 6.00	No Change
B/W Slides (per item)	\$ 7.00	No Change
Prints		
Digital Photography		
5x7 (per item)	\$ 11.00	No Change
8x10 (per item)	\$ 16.00	No Change
Photographic		
4x5 (per item)	\$ 5.25	No Change
5x7 (per item)	\$ 8.12	No Change
5x7 pictrostat (per item)	\$ 8.12	No Change
8.5x11 pictrostat (per item)	\$ 14.70	No Change
Portrait photo (per item)	\$ 97.34	No Change
Dye Sublimation		
B/W 8.5x11 (per item)	\$ 15.75	No Change
Color 8.5x11 (per item)	\$ 16.40	No Change
Posters		
Poster titles (per item)	\$ 55.00	No Change
Poster titles with logo (per item)	\$ 56.00	No Change
Color on poster titles (per item)	\$ 10.30	No Change
Color b/w one piece poster (sq. ft.)	\$ 12.00	No Change
Color b/w one piece poster (50+) (sq. ft.)	\$ 9.98	No Change
* Contact MAPB for additional, prices, products, and services not listed above.		
Contracted Services	Cost plus 20% surcharge	No Change
Printing Services Branch		
Copying Services		
Copier/Duplicating-Routine (per copy)	\$ 0.045	No Change
Color Copies (per copy)	\$ 1.00	No Change
Document Conversion (per document)	\$ 55.00	\$ 5.00
Scanning (per page)	\$ 0.10	No Change
CD Masters (per order)	\$ 27.50	New
Standard CD (per CD)	\$ 10.00	New
Custom CD (per CD)	\$ 25.00	New
Mailing Handling Routine (Labeling and Processing) (per 100 pieces)	\$ 12.00	No Change
Special Mail Handling (per minute)	\$ 1.00	No Change
Printing Mailing Labels (per label)	\$ 0.18	No Change
Contracted Services		
Government Printing Office	Cost plus 13% surcharge	No Change
Contract Printing, Open Market	Cost plus 13% surcharge	No Change
BPA Record of Call	Cost plus 13% surcharge	No Change
Special Handling - PPS (per minute)	\$ 1.00	No Change
Business Related Travel (per day/per person)	\$ 350.00	No Change
Products		
Copier Paper (per ream)	\$ 5.00	No Change
Cover Stock (per ream)	\$ 15.00	No Change

Office of Research Services (ORS)

Product or Service	Rate	Change from Previous Year [+ / (-)]
DIVISION OF SCIENTIFIC EQUIPMENT AND INSTRUMENTATION SERVICES		
In House Technical Services		
		New
Lab Equipment Services (per hour)	\$ 112.00	\$ 5.00
Computer Equipment (per hour)	\$ 100.00	\$ 3.00
Mechanical Instrumentation & Fabrication Services (per hour)	\$ 107.00	No Change
Electronic Instrumentation & Fabrication Services (per hour)	\$ 112.00	\$ 5.00
Purchased Parts, Supplies, and Vendor Services		
Cost < \$1000	Cost plus 15% surcharge (\$97 min)	No Change
Cost > \$1000	Cost plus 9% surcharge (\$150 min)	+2%
Equipment Management Services		
Full Service - Lab Wide Maint Agreements	Fee negotiated between SEIB and Lab	No Change
Project Management > \$1000	Cost + 2% of project value annually	+1%
Stockroom Parts and Materials		
	Cost plus 68% surcharge	No Change
	Max surcharge \$136.00	
Equipment Rental		
Group	Monthly Rate - % of Initial Cost	
1 Equipment with a life cycle of 4 years:		
1A Year 1	4.21%	No Change
1B Year 2	2.91%	No Change
1C Year 3	2.71%	No Change
1D Year 4	2.61%	No Change
2 Equipment with a life cycle of 6 years	2.51%	No Change
3 Equipment with a life cycle of 8 years	2.11%	No Change
4 Equipment with a life cycle of 10 years	1.81%	No Change
Used Equipment Sales		
Purchased Price	Book Value plus 11% of the acquisition cost	No Change
New Equipment Sales		
	Cost plus 10% surcharge	No Change
	Min surcharge \$97.00	
DIVISION OF VETERINARY RESOURCES SERVICES		
Rodent & Rabbit Services - Bethesda & NIHAC		
Mice		
Rack Only		
SPF Clean (effective rack \$/cage-day)	\$ 1.15	\$ 0.05
Bio-Hazard (effective rack \$/cage-day)	\$ 1.59	\$ 0.07
Per Diem Cage Rate		
SPF Clean (per cage-day)	\$ 2.30	\$ 0.10
Bio-Hazard (per cage-day)	\$ 3.17	\$ 0.13
Rats and Guinea Pigs		
Rack Only		
SPF Clean (effective rack \$/cage-day)	\$ 2.54	\$ 0.10
Bio-Hazard (effective rack \$/cage-day)	\$ 3.19	\$ 0.13
Per Diem Cage Rate		
SPF Clean (per cage-day)	\$ 5.08	\$ 0.21
Bio-Hazard (per cage-day)	\$ 6.37	\$ 0.26
Rabbits		
Rack Only		
SPF Clean (effective rack \$/cage-day)	\$ 5.32	\$ 0.22
Bio-Hazard (effective rack \$/cage-day)	\$ 6.00	\$ 0.25
Per Diem Cage Rate		
SPF Clean (per cage-day)	\$ 10.64	\$ 0.43
Bio-Hazard (per cage-day)	\$ 11.99	\$ 0.48
Rodent Quarantine - NIHAC Only		
Isolator (per day)	\$ 18.96	\$ 0.78

Office of Research Services (ORS)

Product or Service	Rate	Change from Previous Year [+ / (-)]
DIVISION OF VETERINARY RESOURCES SERVICES (continued)		
Primate Services - Bethesda & NIHAC		
Group Housing (no bedding)		
Conventional (per animal-day)	\$ 7.77	\$ (0.21)
Small primate <10 kg		
Conventional (per animal-day)	\$ 9.97	\$ 0.45
Quarantine (per animal-day)	\$ 12.07	\$ 0.55
Bio-Hazard (per animal-day)	\$ 14.36	\$ 0.64
Medium primate 10-14.9 kg		
Conventional (per animal-day)	\$ 12.07	\$ 0.55
Quarantine (per animal-day)	\$ 13.56	\$ 0.61
Bio-Hazard (per animal-day)	\$ 16.55	\$ 0.74
Large primate > 14.9 kg +		
Conventional (per animal-day)	\$ 14.46	\$ 0.65
Quarantine (per animal-day)	\$ 15.46	\$ 0.70
Bio-Hazard (per animal-day)	\$ 18.85	\$ 0.85
Costs for unoccupied space available upon request		
Ungulate Holding - NIHAC		
Conventional (per animal-day)	\$ 21.56	\$ 4.31
Bio-Hazard (per animal-day)	\$ 22.56	\$ 2.31
Carnivore Holding - NIHAC		
Conventional (per animal-day)	\$ 17.33	\$ 1.58
Bio-Hazard (per animal-day)	\$ 20.62	\$ 1.88
Miscellaneous Species		
Other species (e.g., ferret, squirrel) holding rates available upon request		

Note: **Standard Holding** charges cover the housing and feeding of an animal, cleaning of the primary enclosure and room, environmental enrichment, daily animal health observations, preventive medicine, rodent and rabbit sentinel health surveillance and veterinary/technical services for spontaneous illnesses. This is provided in an AALAC accredited manner.

Veterinary and Technical Services for routine procedures are included in the animal holding rates on a limited basis and must be scheduled with the facility veterinarian.

Acute and Intensive Care - 14/28 Complex		
Std Holding	By Species	
Rat/Guinea Pig (per animal-day)	\$ 2.54	\$ 0.03
Rabbit (per animal-day)	\$ 6.60	No Change
Ferret(per animal-day)	\$ 8.47	No Change
Carnivore (per animal-day)	\$ 17.33	\$ 1.58
Ungulate (per animal-day)	\$ 21.56	\$ 4.31
In-Hospital Day (per animal-day)	\$ 90.75	No Change
Intensive care day (per animal-day)	\$ 242.00	No Change
Overnight (per overnight shift)	\$ 272.25	No Change

"In Hospital Day" charges cover the services defined under "standard holding" plus the cost of consistent and immediate veterinary/technical intervention, e.g. monitoring intravenous fluids, blood pressure, providing repetitive analgesic therapy.

"Intensive Care" charges include in-hospital services plus the cost of critical care monitoring of patients as necessary to include blood work, blood gas analysis, EKG monitoring, blood pressure monitoring, continuous IV infusions, oxygen Kirschner caging, parental nutrition, plus pharmaceuticals to stabilize patients. Also included are the induction, monitoring, and recovery of animals undergoing anesthetic procedures and moderate study related services.

"Overnight Premium" includes services above plus the cost of DVM on-call and veterinary technician on site to monitor and treat patients throughout the night, as needed, for studies. This charge is in addition to the Intensive care rate.

Veterinary and Technical Service for routine procedures are included in the animal holding rates on a limited basis and must be scheduled with the facility veterinarian.

Office of Research Services (ORS)

Product or Service	Rate	Change from Previous Year [+ / (-)]
DIVISION OF VETERINARY RESOURCES SERVICES (continued)		
Embryo Cryopreservation and Rederivation Services		
Cryopreservation (per 500 embryos)	\$ 3,925.00	\$ 175.00
Rederivation (per strain)	\$ 2,350.00	\$ 100.00
Reconstitution (per cryopreserved line)	\$ 1,155.00	\$ 55.00
Veterinary services		
Staff veterinarian (per hour)	\$ 80.75	\$ 2.75
Staff vet tech (per hour)	\$ 45.50	\$ 1.50
Rates for veterinary and technical procedures available upon request		
Large animal blood products, plasmapheresis, miscellaneous procedures available upon request		
Contact Kris Eckard at 402-3981.		
Animal procurement		
Small Animals -Rodents & Rabbits	Cost plus 13% surcharge	
Surcharge of 50% applies to orders processed less than five days before delivery date.		
Large Animals - Primate, Carnivores & Ungulates (per animal, based on spec	\$50-\$200 per animal, based on species	
Crating Materials	Cost plus 13% surcharge	
Pharmacy prescriptions		
Handling and consulting - funded centrally		
Materials billed at VRP cost or direct charge to IC CAN		
Animal Health Testing		
Limited mouse panels (per test)	\$ 75.00	\$ 23.50
Full mouse panels (per test)	\$ 161.00	\$ 0.50
Mouse serology (per test)*	\$ 90.00	No Change
Mouse variable serology (per test)**	\$ 6.00	No Change
Limited rat panels (per test)	\$ 70.00	\$ 24.25
Full rat panels (per test)	\$ 150.00	\$ 5.00
Rat serology (per test)*	\$ 70.00	No Change
Rat variable serology (per test)**	\$ 6.00	No Change
Rabbit variable serology (per test)**	\$ 6.00	No Change
Rodent tape test (per test)	\$ 5.75	\$ 0.25
Rodent GI endoparasite exam (per test)	\$ 9.00	\$ 0.50
Rabbit fecal culture (per test)	\$ 22.00	\$ 1.50
Rabbit nasal culture (per test)	\$ 22.00	\$ 1.50
Monkey fecal culture (per test)	\$ 26.50	\$ 1.25
Rabbit fecal parasitology (per test)	\$ 11.60	\$ 0.60
Monkey fecal parasitology (per test)	\$ 11.60	\$ 0.60
Large animal fecal parasitology (per test)	\$ 11.60	\$ 0.60
Environmental swabs (per test)	\$ 12.60	\$ 0.60
Spore Strips (per test)	\$ 12.60	\$ 0.60
Blood culture (per test)	\$ 12.68	\$ 0.68
Quantative blood culture (per test)	\$ 15.00	\$ 0.75
PCR-health surveillance surveys (per test)	\$ 27.50	\$ 2.50
Cat fecal parasitology (per test)	\$ 11.60	New
Dog fecal parasitology (per test)	\$ 11.60	New
Mouse full panel w 2 Pcr (per test)	\$ 216.00	New
Mouse full panel w Pcr (per test)	\$ 188.50	New
Mouse serology - animals (per test)	\$ 100.00	New
Mouse variable serology - animals (per test)	\$ 7.00	New
Rat full panel w Pcr (per test)	\$ 177.50	New
Rat serology - animals (per test)	\$ 80.00	New
Rodent GI and ectoparasite exam (per test)	\$ 14.75	New
Giardia ifa cat fecal w/exam (per test)	\$ 20.00	New
Giardia ifa dog fecal w/exam (per test)	\$ 20.00	New
Entamoeba histalytica elisa w/exam (per test)	\$ 21.00	New

* A\$10/test specimen collection fee will be added if an entire animal is submitted to the laboratory.

**A \$1/test specimen collection fee will be added if an entire animal is submitted to the laboratory.

Contact Person for Corrections/Adjustments/Questions

SSF Activity	Sub-Object Classification	Contact	Telephone
Center for Information Technology			
Computer Center	253Q	TASC/Customer Accounts	594-6248
Office of Telecommunications Management	259N	Bill Malczewski	594-9404
	23B3(FTS)	Government Accounting - Lisa Hershman	402-5817
	2331,2332,2333,2335,	Karen Jackson	594-9413
	2336,2337,23A3,23C3,	(for questions on	
	23D3,23E3,23F3,23H3,	specific billings)	
	23T3,23U3,23V3,23W3,	Government Accounting - Lisa Hershman	402-5817
	257R,3144,319J,319K,319L	(for CAN changes)	
Bethesda/ NIH Human Resources Center			
Training and Records Management Services	252W, 252Z	Sunnola Atolagbe (CSBAB)	435-7998
		Sharon Mathsen	496-2424
Office of Financial Management			
Commercial invoices	259V	Carlyn Lewis (CSBAB)	435-7994
Travel orders	259V	Carlyn Lewis (CSBAB)	435-7994
Fellowship		Carlyn Lewis (CSBAB)	435-7994
Office of Loan Repayment			
Office of Loan Repayment Administrative Charges	812R	Carlyn Lewis (CSBAB)	435-7994
		Steve Boehlert	451-4465
Office of Logistics & Acquisition Operations			
Division of Personal Property	259S, 3193	Carlyn Lewis (CSBAB)	435-7994
		Mike Showers	496-5711
Division of Logistics Services			
Supply Management	259R,268B ,2657, 263B	Aleta Allmond	496-3395
	268K, 266N, 2658, 268C		
	268L, 268P		
	(for questions or problems		
	with specific orders)		
Transportation Management:			
HM Household Moves	259U	Mike Showers	496-5711
GR Repair Orders		Steve Schneider	402-1831
GF Garage Fuel & Parts Charges		Mark Minnick	496-4511
RW Work Orders		Mark Minnick	496-4511
MT Trip Tickets		Steve Schneider	402-1831
MW Work Orders		Dennis Wise	496-3426
VL Vehicle Leases		Dennis Wise	496-3426
Shipping and Receiving Branch:		Terry Schlegel	496-4511
SI, SO, SRI, SD		Valerie Hood	496-5921
		Mickey Crockett	496-5921
Procurement Management	259Q	Sue Kaminski	496-4543

Contact Person for Corrections/Adjustments/Questions

SSF Activity	Sub-Object Classification	Contact	Telephone
Office of Technology Transfer (OTT)			
Other OTT Services	259X	Cris Stone (CSBAB)	435-7990
Architecture Engineering Contracting Services			
Construction Contract Award and Administration Fees	259P	Iris Bowman (CSBAB) Ed Bain	496-9773 402-4576
Capital Projects/Property Management Services			
Materials Acquisition and Supply Section	259P	Iris Bowman (CSBAB)	496-9773
Capital Projects/Property Mgt. Consulting and Project Mgt. Fees		Ed Bain	402-4576
Division of Events Management Services			
Events Management Support Branch (Conf. Services)	259E	Dexter Watts (CSBAB)	435-7992
Multimedia Services Branch (formerly Video Section)		Marianne Bachmann	435-1677
		Marianne Bachmann	435-1677
Division of Medical Arts and Printing Services			
Medical Arts and Photography Services		Dexter Watts (CSBAB)	435-7992
Design Section	259B	Bruce Geyman	496-5566
Photography Section	259C	Lewis Bass	496-4971
Visual Arts Section	259A	Gary Best	496-3221
Printing Services		Iris Bowman (CSBAB)	496-9773
Reprographic Communications Branch	2421, 2411	Paulette Mills	496-6781
Postal Services	233E	Cris Stone (CSBAB)	435-7990
Scientific Equipment and Instrumentation Services			
Fabrication	259J	Dexter Watts (CSBAB)	435-7992
Repairs	259J	James Sullivan	496-5195
Stock Issues	268T	Susan Roman	496-4131
Scientific Equipment Rental and Sales:		Robert Wright / Khalidoun Sayyad	496-4169
Rentals	2344	Mary Stevens	496-9748
Used Equipment Sales	3151,319H	Mary Stevens	496-9748
New Equipment Sales	3151,319H	Annalee Burke	496-9748

Contact Person for Corrections/Adjustments/Questions

SSF Activity	Sub-Object Classification	Contact	Telephone
Veterinary Resources Program			
NIHAC 102, Carnivore Services, Poolesville	2539, 259H, 259G, 268Q	Dexter Watts (CSBAB)	435-7992
NIHAC 100, 104, Ungulate Services, Poolesville	2539,259H, 259G, 268Q	Kristine Eckard	402-3961
NIHAC 103 Primate Services, Poolesville	2539, 259H, 259G, 268Q	Jim Poole	402-5121
NIHAC 127/128 Rodent Quarantine, Poo;esville	2539, 259H, 259G, 268Q	Alphie Cisar	402-3957
Bldg. 28, Acute and Intensive Care	2539,259H,259G,268Q	Kristine Eckard	402-3961
Bldg. 14D, Primate Services, Bethesda	2539,259H,269G,268Q	Kelly Prevost	496-9201
Bldg. 10A,Rodent Services 10A Facility	2539,259H,269G,268Q	Valerie Harrington	496-1633
Bldg. 10/B2 Cage wash, Feed & Bedding	2539	Valerie Harrington	496-1633
Bldg. 14B/N, Rodent Services	2539,268P	Mary Rauschenberg	402-0456
Bldg. 14C, Rodent Services	2539,259H,269G,268Q	Barry Muffley	594-7629
Rederivation Services	2539, 259H, 259G	Valerie Harrington	496-1633
Bldg. 14G, 14F, Rodent Services	2539, 259H, 259F	Andy Smith	402-6731
Animal Procurement - Primates	268B, 268Q, 2655	Anita Ward	496-5255
Animal Procurement - Carnivores	268B, 268Q, 2655	David Dorsey	496-2774
Animal Procurement - Ungulates	268B, 268Q, 2655	Alphie Cisar	402-3957
Animal Procurement - Small Animals	268B, 268Q, 2655	Kristine Eckard	402-3961
Microbiology Service; Clinical Center	259F	Kristine Eckard	402-3961
Cryopreservation/Genetic Resources	259F	Denise Duff	496-3575
Quarantine Holding - 14E	259H	Thomas Spencer	496-7808
Animal Health Surveillance, Diagnostics	259F	Anita Ward	496-5255
		Valerie Harrington	496-1633
		Thomas Spencer	496-7808
NIH Management Fund			
	2593	Karen Goshaney (CSBAB)	402-3082