PLACE: 1155 21st St., N.W., Washington, D.C., 9th Floor Conference Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance Matters.

CONTACT PERSON FOR MORE INFORMATION: Jean A. Webb, 202–418–5100.

Jean A. Webb,

Secretary of the Commission.

[FR Doc. 99–19279 Filed 7–23–99; 2:33 pm]

BILLING CODE 6351–01–M

COMMODITY FUTURES TRADING COMMISSION

Sunshine Meeting Notice

AGENCY HOLDING THE MEETING: Commodity Futures Trading Commission.

TIME AND DATE: 11:00 a.m., Friday, August 20, 1999.

PLACE: 1155 21st St., NW, Washington, DC, 9th Floor Conference Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance Matters.

CONTACT PERSON FOR MORE INFORMATION: Jean A. Webb, 202–418–5100.

Jean A.Webb,

Secretary of the Commission.

[FR Doc. 99–19280 Filed 7–23–99; 2:33 pm]

BILLING CODE 6351–01–M

COMMODITY FUTURES TRADING COMMISSION

Sunshine Act Meeting

AGENCY HOLDING THE MEETING: Commodity Futures Trading Commission.

TIME AND DATE: 11:00 a.m., Friday, August 27, 1999.

PLACE: 1155 21st St., NW, Washington, DC, 9th Floor Conference Room.

STATUS: Closed.

MATTERS TO BE CONSIDERED: Surveillance Matters.

CONTACT PERSON FOR MORE INFORMATION: Jean A. Webb, 202–418–5100.

Jean A. Webb,

Secretary of the Commission.

[FR Doc. 99–19281 Filed 7–23–99; 2:33 pm]

BILLING CODE 6351–01–M

CONSUMER PRODUCT SAFETY COMMISSION

Proposed Collection of Information; Comment Request—Procurement of Goods and Services

AGENCY: Consumer Product Safety Commission.

ACTION: Notice.

SUMMARY: As required by the Paperwork Reduction Act (44 U.S.C. Chapter 35), the Consumer Product Safety Commission requests comments on a proposed extension of approval for a period of three years from the date of approval of a collection of information associated with the procurement of goods and services. Forms used by the Commission for procurement of goods and services request persons who quote, propose, or bid on contracts to provide information needed to evaluate quotes, proposals, and bids in accordance with applicable laws and regulations.

The Commission will consider all comments received in response to this notice before requesting reinstatement of approval of this collection of information from the Office of Management and Budget (OMB).

DATES: The Office of the Secretary must receive comments not later than September 27, 1999.

ADDRESSES: Written comments should be captioned ''Procurement of Goods and Services; Paperwork Reduction Act,'' and mailed to the Office of the Secretary, Consumer Product Safety Commission, Washington, DC 20207, or delivered to that office, room 502, 4330 East-West Highway, Bethesda, Maryland 20814. Written comments may also be sent to the Office of the Secretary by facsimile at (301) 504–0127 or by e-mail at cpsc-os@cpsc.gov.

FOR FURTHER INFORMATION CONTACT: For information about the proposed collection of information call or write Linda L. Glatz, Management and Program Analyst, Office of Planning and Evaluation, Consumer Product Safety Commission, Washington, DC 20207; (301) 504–0416, Ext. 2226.

SUPPLEMENTARY INFORMATION:

The Commission's procurement of goods and services is governed by the Federal Property and Administrative Services Act of 1949, as amended (41 U.S.C. 253 *et seq.*). That law requires the Commission to procure goods and services under conditions most advantageous to the government, considering cost and other factors.

A. Information Required by Procurement Forms

The Commission requires persons and firms to submit quotations, proposals, and bids for contracts to provide goods and services on standardized forms. These forms request information from offerors about costs or prices of goods and services to be supplied; specifications of goods and descriptions of services to be delivered; competence of the offeror to provide the goods or services; and other information about the offeror such as the size of the firm and whether it is minority owned. The Commission uses the information provided by offerors to determine the reasonableness of prices and costs and the responsiveness of potential contractors to undertake the work involved so that all bids may be awarded in accordance with Federal procurement laws.

OMB approved the collection of information requirements in the procurement forms used by the Commission under control number 3041–0059. OMB's most recent extension of approval will expire on October 31, 1999. The CPSC now proposes to request extension of approval for the information collection requirements in the forms used for procurement of goods and services. The Commission plans to use the Internet and the General Services Administration's (GSA) GSA Advantage! System for delivery order purchasing. The Internet provides small businesses access to information about the Commission's current needs for goods and services.

B. Information Collection Burden

During fiscal year 1998, approximately 2,457 firms spent about 4,574 hours responding to all Requests for Quotations (RFQ), Invitations for Bids (IFB), and Requests for Proposals (RFP) issued by the Commission. The time required by vendors to respond ranged from as little as 10 to 15 minutes per firm for a simple telephone, e-mail, fax, or Internet response concerning the purchase of a standard item or service, to as much as 250 hours per firm for a complex written offer prepared in response to an RFP. Firms spent an estimated 932 hours responding to oral, electronic, and written RFQs, and approximately 3,642 hours preparing bids and proposals in response to more complex IFBs and RFPs.

The cost of preparing a response to an oral, electronic, or written RFQ is estimated to be approximately $30 to $40 per hour. This estimate is based on the Commission staff's knowledge that responses to RFQs are usually prepared by sales support personnel with some participation by higher-level employees. The cost of preparing a response to an IFB or RFP is estimated to range from $50 to $60 an hour because higher-level employees are the ones who prepare these responses, with some clerical assistance.

The annual cost to all firms for responding to RFQs is estimated to be approximately $37,280. The annualized

cost to all firms for responding to IFBs and RFPs is approximately $218,520. The total annual cost to all firms responding to all RFQs, IFBs, and RFBs issued by the Commission is estimated to be $255,000. The costs are accepted by firms as part of the cost of doing business with commercial and governmental customers.

The total cost to the government for all collections of information by the Commission related to procurement of goods and services is estimated to be about $366,324 a year. This estimate was made by reviewing the Commission's procurement activities in fiscal year 1998. During this period, the Commission processed 744 purchase requests, and performed 75 contract actions.

C. Request for Comments

The Commission solicits written comments from all interested persons about the proposed collection of information. The Commission specifically solicits information relevant to the following topics:

—Whether the collection of information described above is necessary for the proper performance of the Commission's functions, including whether the information would have practical utility;

—Whether the estimated burden of the proposed collection of information is accurate;

—Whether the quality, utility, and clarity of the information to be collected could be enhanced; and

—Whether the burden imposed by the collection of information could be minimized by use of automated, electronic or other technological collection techniques, or other forms of information technology.

Dated: July 21, 1999.

Sadye E. Dunn,

Secretary, Consumer Product Safety Commission.

[FR Doc. 99–19175 Filed 7–26–99; 8:45 am]

BILLING CODE 6355–01–P

CORPORATION FOR NATIONAL AND COMMUNITY SERVICE

Availability of Funds for National Provider of Training and Technical Assistance to State Commissions

AGENCY: Corporation for National and Community Service.

ACTION: Notice of availability of funds.

SUMMARY: The Corporation for National and Community Service (Corporation) announces the availability of between $500,000 and $850,000 for an organization selected under this Notice to provide training and technical assistance to state commissions on national and community service. The Corporation will announce competitions to select other providers of training and technical assistance later this year.

DATES: Proposals must be received by the Corporation by 3:00 p.m. Eastern time on September 10, 1999.

ADDRESSES: All proposals should be submitted to the Corporation for National and Community Service, 1201 New York Avenue, NW, Washington, DC 20525, Attention: Cathy Harrison, Room 9814B.

FOR FURTHER INFORMATION CONTACT: Jim Ekstrom at the Corporation for National and Community Service, (202) 606–5000, ext. 414, TDD (202) 565–2799. This Notice is available on the Corporations website, http://www.nationalservice.org/research.

SUPPLEMENTARY INFORMATION:

I. Background

The Corporation for National and Community Service was established in 1993 to engage Americans of all ages and backgrounds in service to their communities. The Corporation's national and community service programs provide opportunities for participants to serve full-time and part-time, with or without stipend, as individuals or as part of a team.

AmeriCorps*State/National, VISTA, and National Civilian Community Corps engage thousands of Americans on a full-or part-time basis at over 1,000 locations to help communities meet their toughest challenges. Learn and Serve America integrates service into the academic life of nearly one million youth in all 50 states. The National Senior Service Corps utilizes the skills, talents and experience of over 500,000 older Americans to help make communities stronger, safer, healthier and smarter.

The Corporation provides assistance to organizations that carry out AmeriCorps*State/National, Learn and Serve America, and National Senior Service Corps programs. AmeriCorps*State/National programs, which involve over 40,000 Americans each year in results-driven community service, are grant programs managed by (1) State commissions that select and oversee programs operated by local organizations; (2) national non-profit organizations that identify and act as parent organizations for operating sites across the country; (3) Indian tribes; or (4) U.S. Territories. Learn and Serve America awards grants to state education agencies; state commissions; schools, colleges and universities; and nonprofit organizations to carry out school-based, community-based and higher-education service-learning programs. The National Senior Service Corps operates through grants to local organizations for Retired Senior Volunteer Programs (RSVP), Foster Grandparents and Senior Companions to provide service to their communities. For additional information on the national service programs supported by the Corporation, go to http://www.nationalservice.org.

In addition, the Corporation supports the AmeriCorps*VISTA (Volunteers in Service to America) and AmeriCorps*NCCC (National Civilian Community Corps) programs. More than 4,000 AmeriCorps*VISTA members serve to develop grassroots programs, mobilize resources and build capacity for service programs across the nation. AmeriCorps*NCCC provides an opportunity for approximately 1,000 individuals between the ages of 18 and 24 to participate in a residential program located mainly on downsized military bases.

Responsibilities of the state commissions include, but are not limited to:

- Administering a competitive process to select national service programs to be included in requests to the Corporation for funding or education awards;
- Administering grants received from the Corporation and overseeing and monitoring the performance and progress of funded programs;
- Implementing comprehensive evaluation and monitoring systems;
- Providing training and technical assistance to sub-grantees on implementing and operating high quality programs; and
- Developing and updating a unified state plan for national service that is consistent with the Corporation's broad goals and includes input from Corporation state offices and state education agencies.

II. Eligibility

Public-sector agencies, non-profit organizations, institutions of higher education, Indian tribes, and for-profit companies are eligible to apply. Pursuant to the Lobbying Disclosure Act of 1995, an organization described in section 501(c)(4) of the Internal Revenue Code of 1986, 26 U.S.C. 501(c)(4), which engages in lobbying, is not eligible to apply. Organizations that operate or intend to operate Corporation-supported programs are eligible. The Corporation will consider proposals from single