



UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, D.C. 20555-0001

FEB 14 2002

Management Systems LLC
Attn: Michael Quinn
113 Jones Hollow Road
Marlborough, CT 06447-1142

SUBJECT: CLOSE-OUT OF CONTRACT NO. NRC-38-06-383

Mr. Quinn:

We have reviewed the subject contract file and have determined that all actions have been completed. A total payment in the amount of \$534,319.79 has been accomplished. All contract deliverables have been made and the final invoice has been paid. The attached modification (M014) deobligates excess funds in the amount of \$1,980.21.

Based on the information stated above, this contract is hereby closed. Should you have any questions, please contact Jerry Purcell Jr, Contract Specialist on (301) 492-3625 or via e-mail at Jerry.Purcell@nrc.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read "Sharlene McCubbin", is written over the typed name.

Sharlene McCubbin, Contracting Officer
Contract Management Branch
Division of Contracts
Office of Administration

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

ADM002

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

1

OF

1

2. AMENDMENT/MODIFICATION NO.

M014

3. EFFECTIVE DATE

08-30-2010

4. REQUISITION/PURCHASE REQ. NO.

HR-12-043

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

3100

7. ADMINISTERED BY (If other than Item 6)

CODE

3100

U.S. Nuclear Regulatory Commission
Div. of Contracts
Attn: Jerry Purcell Jr.
Mail Stop: TWB-01-B10M
Washington, DC 20555

U.S. Nuclear Regulatory Commission
Div. of Contracts
Mail Stop: TWB-01-B10M
Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

MANAGEMENT SYSTEMS LLC

113 JONES HOLLOW RD

MARLBOROUGH CT 064471142

(X)

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.
NRC-38-06-383

10B. DATED (SEE ITEM 13)

CODE 030102953

FACILITY CODE

X

03-01-2006

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods:

(a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

B&R: 0-8415-171114 JC: R8453 BOC: 252A APPN: 31X0200
Deobligation Aount: -(\$1,980.21)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

(X)

A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.

B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.)
SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

X

D. OTHER (Specify type of modification and authority) Funding Deobligation
Contract Close-Out

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this modification is to deobligate excess funds in the amount of \$1,980.21, thereby decreasing the total obligation amount from \$536,300 to \$534,319.79.

Total obligation amount: \$534,319.79 (Changed)

Period of performance: 03/01/06 - 02/28/11 (Unchanged)

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

15A. NAME AND TITLE OF SIGNER (Type or print)

16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)

Sharlene McCubbin
Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY

(Signature of Contracting Officer)

2/13/2011

CLOSEOUT CHECKLIST AND COMPLETION STATEMENT

Contract No: NRC-38-06-383		Contractor: Management Systems		Total: \$536,300		Cost: N/A	
Task Order No: Con Type: T&M		Period of Performance: 3/01/06 – 2/28/11		Adj: \$534,319.79		Fee: N/A	
Contracting Officer Representative & Office: Eric Riggs HR				Phone:			
Contractor Contact: Michael Quinn				Phone:			
DCAA Contact: N/A				Phone:			

Step	Description	Attach	Sent	Received																		
1	DAF Form Deob. Notification ltr. w/forms Under \$ <u>300.00</u>	N/A																				
2	Notification letter with: <table style="float: right; margin-left: 20px;"> <tr> <td></td> <td>Required</td> <td>Received</td> </tr> <tr> <td>- Expiration invoice request</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- Final indirect rate proposal</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- Property Cert (1428)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- Inventory (if property exists)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- Patent/Copyright/Royalty</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Required	Received	- Expiration invoice request	<input type="checkbox"/>	<input type="checkbox"/>	- Final indirect rate proposal	<input type="checkbox"/>	<input type="checkbox"/>	- Property Cert (1428)	<input type="checkbox"/>	<input type="checkbox"/>	- Inventory (if property exists)	<input type="checkbox"/>	<input type="checkbox"/>	- Patent/Copyright/Royalty	<input type="checkbox"/>	<input type="checkbox"/>			
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	PO Notification: <table style="float: right; margin-left: 20px;"> <tr> <td></td> <td>Required</td> <td>Received</td> </tr> <tr> <td>- final deliverables (all Ks)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- past performance report (all Ks)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- property disposition (if property exists)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>- photo ID/key card return (if applic.)</td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		Required	Received	- final deliverables (all Ks)	<input type="checkbox"/>	<input type="checkbox"/>	- past performance report (all Ks)	<input type="checkbox"/>	<input type="checkbox"/>	- property disposition (if property exists)	<input type="checkbox"/>	<input type="checkbox"/>	- photo ID/key card return (if applic.)	<input type="checkbox"/>	<input type="checkbox"/>						
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- property disposition (if property exists)	<input type="checkbox"/>	<input type="checkbox"/>																				
- photo ID/key card return (if applic.)	<input type="checkbox"/>	<input type="checkbox"/>																				
	Memo to Security - termination of security requirements																					
	Expiration Invoice (17 days) ^{NOTE 1} \$ _____																					
	Property Disposal Memo (DFS)																					
	Patent Clearance - OGC																					
3	Final Formal Audit Request 30 days from expiration																					
	Administrative Closeout Audit/Review																					
4	Audit Review & Reconciliation with Invoices - NRC 518 completed/distributed																					
	Negotiations - final rate/other costs																					
	OCFO Financial Records or Paper Log	2/7/12																				
	Deobligation- RFPA in Informs	2/7/12																				
	Final Doc. Request - final cost/invoice, release, & gen. assign. (NRC form 450) ^{NOTE 3}	N/A																				
	Final Invoice received EMAIL VERIFICATION 12/20/11	2/7/12		1/4/2011																		
5	Final Letter (with or without Deob./Ob. Mod.) ^{NOTE 2} \$ <u>1,980.21</u> Total = obligated amount.	2/7/12																				
	CO Authorization of Final Invoice Pmt. ^{NOTE 1} Voucher # _____ \$ _____																					
	Final Review (all actions complete). File release, gen. assign, & perf. rpt. behind checklist																					
	Distribution Last Mod. # <u>13</u> Last Order # _____																					

CLOSEOUT CHECKLIST AND COMPLETION STATEMENT

Contracting Officer:

Date:

2/13/2012

*Denotes critical milestone

- Notes:
1. If funds are placed in accrued per DAF form, pending an invoice, tell OCFO to release by noting on 292.
 2. If deobligating funds under \$300, final letter can transmit deob. - no mod form is needed. If deobligating funds over \$300, MOD form required.
 3. Include NRC Form 450 for Cost-Reimbursement and Time and Materials Contracts