

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

1

OF

4

2. AMENDMENT/MODIFICATION NO.

M005

3. EFFECTIVE DATE

See block 16c

4. REQUISITION/PURCHASE REQ. NO.

0

dated: 5/24/12

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

3100

U.S. Nuclear Regulatory Commission
Div. of Contracts
Attn: Dominique Malone, (301) 492-3613
Mail Stop: TWB-01-B10M
Washington, DC 20555

7. ADMINISTERED BY (If other than Item 6)

CODE

3100

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)

LOCKHEED MARTIN SERVICES, INC.

700 N FREDERICK AVE

GAITHERSBURG MD 208793328

CODE 805257383

FACILITY CODE

(X)

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10A. MODIFICATION OF CONTRACT/ORDER NO.

NRC-HQ-11-C-33-0060

NRC-HQ-12-T-33-0012

10B. DATED (SEE ITEM 13)

03-12-2012

X

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)

Obligate: \$65,239; B&R: 2012-7B-51-H-140; JC:N7493;
BOC:251A; Appr: 31X0200, FAIMIS: 122400; DUNS: 805258373

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:

D. OTHER (Specify type of modification and authority) FAR Clause 52.232-22 Limitation of Funds

X

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.)

Task Order 12, Ad-Hoc Support for Short Term Projects, Options for Resolving Issues

COR: Will Madison

The purpose of this modification is to obligate funds in the amount of \$65,239. Task Order 12 is hereby increased from \$422,953.20 by \$65,239 to \$488,192.20. See page two(2) and three(3) for the task requirements.

Total Order Ceiling: \$728,203.87 (Unchanged)

Total Obligated Amount: \$488,192.20 (Changed)

Period of Performance: March 12, 2012 - September 25, 2012 (Unchanged)

All other terms and conditions remain 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)

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

Dominique C. Malone
Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

15B. UNITED STATES OF AMERICA

15C. DATE SIGNED

(Signature of person authorized to sign)

BY Dominique C. Malone
(Signature of Contracting Officer)

6-12-2012

NSN 7540-01-152-8070
PREVIOUS EDITION NOT USABLE

STANDARD FORM 30 (REV. 10-83)
Prescribed by GSA - FAR (48 CFR) 53.243

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

ADM002

MOM Contract NRC-HQ-11-C-33-0060
Task Order 12
Office of Enforcement Tasking Statement
OPTIONS FOR RESOLVING ISSUES MATRIX

The Nuclear Regulatory Commission (NRC) emphasizes the importance of establishing and maintaining an Open, Collaborative Work Environment (OCWE) that encourages all employees to promptly speak up, share concerns, and differing views without fear of negative consequences. The NRC has multiple avenues to express concerns about a wide range of issues including, but not limited to, agency activities, safety issues, problems experienced at work, or issues of a personal nature. This is part of the culture that supports the overarching mission of the agency which is to license and regulate the nation's civilian use of byproduct, source, and special nuclear materials in order to ensure the adequate protection of public health and safety, promote the common defense and security, and to protect the environment.

In April 2008, the commission directed the staff to look for ways to increase awareness of internal safety culture and initiatives that could improve the agency's internal safety culture. This responsibility resides specifically with the Office of Enforcement (OE) which is tasked with overseeing both the internal and external safety culture of the agency and its licensees respectively among other things. The Internal Safety Culture Task Force was formed and recommended in May 2009 that the agency conduct an evaluation of the agency's problem identification, evaluation, and resolution systems to identify areas for improvement.

In late 2009 to early 2010, Focal Point Consulting Group conducted an evaluation which identified that employees were having difficulty identifying the most appropriate process to pursue resolution of an issue or concern; or to offer suggestions. A follow-on interagency work group recommended the NRC create a one-stop shop where employees can obtain information on a full range of existing issue resolution programs and to guide them to the appropriate programs based upon their concern.

Continuing with the original tasking set forth by the commission back in 2008, the Office of Enforcement (OE) is serving in a facilitating capacity by engaging internal stakeholders who are responsible for many of the programs and processes. The objective still remains to create a one-stop shop that employees may initially consult in order to properly address an issue or concern. This tool seeks to improve the agency's internal safety culture by increasing the awareness of the programs available to employees.

After much dialogue with stakeholders, employees and program managers, it was decided that the best device for providing this "one-stop shop" was through a one page matrix that displayed both issue resolution programs/processes along with broad categories of potential issues employees may require assistance in resolving. The "Options For Resolving Issues" matrix was recently conceptualized in draft form and distributed to key stakeholders for comment (2/17/12).

The intent is to ultimately embed the matrix within the Employee Resources portion of the agency's intranet pages as a tool for employees to consult in seeking to resolve issues.

Contractor support is required to assist the Project Manager (PM) to:

1. Track and assimilate comments from all stakeholders.
2. Track to ensure specific responses to all comments based upon PM guidance.
3. Develop mock-ups of proposed changes for communication to web developer.
4. Document discussions between PM and program managers.
5. Document configuration management as directed by PM.
6. Ensure web design changes are consistent with direction provided by PM.
7. Support testing, training and outreach as directed by PM.
8. Document need, options and methods for increasing awareness of agency suggestion programs.

Project Status: Contractor will provide brief email status to PM of work completed on a monthly basis.

Period of Performance: This task is projected to last 6-8 months depending upon the degree of cooperation obtained through working with various stakeholders.

The following is a summary of obligations:

Task Order 12 - OIS	Ad Hoc Support	Award Date	JCN	Obligation
Base	Establish Task Order	3/12/2012	J1278	145,000.00
Modification 0001	Incremental Funding	4/11/2012	N7362	17,500.00
	Incremental Funding	4/11/2012	J1275	47,294.00
Modification 0002	Incremental Funding - NRO IT SUPPORT	4/18/2012	Q4225	100,000.00
	Incremental Funding - AFAS	4/18/2012	J1096	7,000.00
Modification 0003	Incremental Funding - RES	5/7/2012	V6322	21,000.00
Modification 0004	Incremental Funding - COOP	6/12/2012	J1500	85,159.20
Modification 0005	Incremental Funding - Options for Resolving Issues	6/12/2012	N7493	65,239.00
TOTALS				\$488,192.20