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| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | 1. CONTRACT ID CODE | | PAGE OF PAGES 1 6 | |
| 2. AMENDMENT/MODIFICATION NO. M0009 | | 3. EFFECTIVE DATE 12/31/2013 | | 4. REQUISITION/PURCHASE REQ. NO. 2EROREQ-0CHCO-14-0000 | |
| 5. PROJECT NO. (If applicable) | | 6. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP 3WFN-05-C64MP WASHINGTON DC 20555-0001 | | 7. ADMINISTERED BY (If other than Item 6) NRCHQ | |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) MANAGEMENT CONCEPTS INC 8230 LEESBURG PIKE STE 800 TYSONS CORNER VA 221822641 | | (X) 9A. AMENDMENT OF SOLICITATION NO. | | 9B. DATED (SEE ITEM 11) | |
| CODE 082355652 FACILITY CODE | | X 10A. MODIFICATION OF CONTRACT/ORDER NO. GS02F0010J NRC-HQ-11-F-38-0001 | | 10B. DATED (SEE ITEM 13) 09/13/2011 | |

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 ACKNOWLEDGEMENT 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)

0000-00000-RECON-00-000000-00-0-000-00000-0000

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

| | |
|-----------|---|
| CHECK ONE | 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) 52.217-9 OPTION TO EXTEND THE TERM OF THE CONTRACT (MAR 2000) |

E. IMPORTANT: Contractor ☐ is not. ☒ is required to sign this document and return 1 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 no cost modification is to:

1. Extend the Contracts expiration date to March 31, 2014;
2. Revise elements within the contract.

Please see the attached for detailed information.

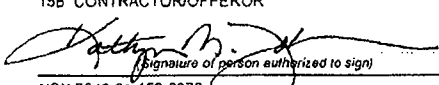
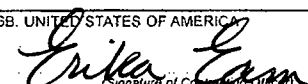
Delivery Location Code: NRCHQ

US NRC - HQ

DIVISION OF CONTRACTS

Continued ...

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

| | | | |
|---|------------------------------|---|--------------------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print) KATHRYN M. JOHANSON EXECUTIVE DIRECTOR | | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) ERIKA EAM | |
| 15B. CONTRACTOR/OFFEROR  | 15C. DATE SIGNED 12.19.13 | 16B. UNITED STATES OF AMERICA  | 16C. DATE SIGNED 12/31/2013 |

NSN 7540-01-152-8070
Previous edition unusable

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

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

JAN 16 2014

ADM002

Accordingly, the following changes are as follows:

1. Section B.1, GENERAL, delete in its entirety and replace with the following:

"(a) The contractor will provide Training Services for the United States Nuclear Regulatory Commission's Personnel;

(b) The contract term includes a base period of thirteen (13) months and one 17-month option period from time of award;

(c) The contract will be an Indefinite Quantity Commercial Item Contract with firm fixed unit prices."

2. Section B.3 PRICING SCHEDULE, delete in its entirety and replace with the following:

"B.3 PRICING SCHEDULE

All unit prices are fixed unit prices that include all costs (including, but not limited to: labor, fringe benefits, overhead, G&A, and profit) necessary to provide the Training services required in the solicitation.

The line items indicated below are line items that may be ordered throughout the duration of the contract on an as needed basis.

September 15, 2011 – March 31, 2014

| <u>Item Number</u> | <u>Course Titles</u> | <u>Maximum Quantity</u> | <u>Unit</u> | <u>Unit Price</u> | <u>Total Price</u> |
|-----------------------------|---|-------------------------|-------------|-------------------|--------------------|
| <i>Internal NRC Courses</i> | | | | | |
| 0001 | ID #1001 – ADAMS P8 (1 day) | | Course | | |
| 0002 | ID #33 – Administrative Control of Funds (ACF) (2 days) | | Course | | |
| 0003 | ID #941 – Adobe Acrobat 9 (2 days) | | Course | | |
| 0004 | ID #1001 – Correspondence Management: Basic Course (2 days) | | Course | | |
| 0005 | ID #1081 – Correspondence Management: SECY Papers (1 day) | | Course | | |
| 0006 | ID #124 – Financial Management Seminar (2 days) | | Course | | |
| 0007 | ID #146 – Informs Filler and Queries (1/2 day) | 0 | Course | | \$0 |
| 0008 | ID #2086 – Introduction to | | Course | | |

| | | | | | |
|--|--|-------------------|-----------------|--|-----|
| | SharePoint 2007 (2 days) | | | | |
| 0009 | ID #180 – Microsoft Project 2007: Introduction (1 day) | 0 | Course | | \$0 |
| 0010 | ID #1114 – NRC Grammar Classroom Course (1 day) | 0 | Course | | \$0 |
| 0011 | ID #1115 – NRC Proofreading and Punctuation Classroom Course (2 day) | | Course | | |
| 0012 | ID #290 - Reimbursable Work Workshop (RWW) (1 day) | | Course | | |
| 0013 | ID #981 – SharePoint Skills for Site Owners (3 days) | | Course | | |
| 0014 | ID #981 – SharePoint Skills for Site Owners (3 days) | | Course | | |
| 0015 | ID #2086 – Introduction to SharePoint 2010 (1 day) | | Course | | |
| <i>Contractor Provided Courses*</i> | | | | | |
| 0016 | ID #776 – Briefing Techniques (3 days) | | Course | | |
| 0017 | ID #225 – Mid-Career Retirement Planning (2 days) | | Course | | |
| 0018 | ID #1061 – Pre-Retirement: CSRS Only (2 days) | | Course | | |
| 0019 | ID #1062 - Pre-Retirement: FERS Only (2 days) | | Course | | |
| 0020 | ID #1002 – Technical Writing (2 days) | | Course | | |
| 0021 | Federal Benefits Pre-Retirement Workshop (1 day) | | Course | | |
| 0022 | Leadership Skills for Non-Supervisors (2 days) | | Course | | |
| 0023 | Communicating with Emotional Intelligence (2days) | | Course | | |
| 0024 | Civility: Building a Respectful Workplace (2days) | | Course | | |
| 0025 | Difficult Conversations (2 days) | | Course | | |
| 0026 | Group Facilitation | | Course | | |
| <i>Contractor Provided Materials**</i> | | | | | |
| 0027 | CSRS & FERS Retirement Workshop Participant Guides | | Each | | |
| <i>Contractor Labor Support</i> | | | | | |
| | Schedule of | Unit Price | Quantity | | |

| | Supplies/Services | (Per HR) | Minimum | Maximum |
|-------------------------------|--|---------------------|------------------------|---------|
| 0028 | Instructor (Loaded Hourly Rate)*** | | | |
| 0029 | Course Designer/Developer (Loaded Hourly Rate)*** | | | |
| 0030 | Project Manager (Loaded Hourly Rate)*** | | | |
| 0031 | Travel**** (Not-To-Exceed) | (Not-To-Exceed) | | |
| 0032 | Alternate Training Venues (Not-To-Exceed) | \$0 (Not-To-Exceed) | | |
| Total Based on Maximum | | | NTE \$2,115,380 | |

NOTE:

* Prices include Participant Handbooks and any associated workshop training materials;

** Contractor Provided Materials – The unit price associated with "Contractor Provided Courses" includes 30 workbooks. This is the cost to procure additional workbooks.

*** Loaded Hourly Rates – The fixed hourly rate listed is "loaded" and shall only include the following: Salary cost or consulting fee of the individual providing the services; Payroll costs (fringe benefits, FICA, etc.); Indirect costs applicable to labor; and Profit or fee, if any;

**** Travel – The contractors travel must be pre-approved in writing in accordance with USNRC Government Travel Regulations."

3. B.4, STATEMENT OF WORK, VIII.1, PDC Location, Contracting Officer Representative (COR) and Mailing Instructions, delete in its entirety and replace with the following,

"Material delivered to U.S. Nuclear Regulatory Commission
PDC c/o Headquarters: Professional Development Center
Three White Flint North
11601 Landsdown Street
North Bethesda, MD 20852
ATT: Dennise Orlando, Mail Stop 3WFN/ 2 C42

Courier or direct delivery U.S. Nuclear Regulatory Commission
to PDC COR: Dennise Orlando
Professional Development Center
Three White Flint North
11601 Landsdown Street, Second Floor
North Bethesda, MD 20852
(301) 287-0585"

4. B.4, STATEMENT OF WORK, XII. PERIOD OF PERFORMANCE, delete in its entirety and replace with the following,

"The period of performance shall begin on the date of contract award for a 13-month period of performance and an 17-month optional period. Should the PDC move to a new location during

the period of performance, the contractor shall continue to perform the duties of this contract at the PDC's new location in the Washington, DC area."

5. **C.3 ORDERING, (a)**, delete in its entirety and replace with the following,

"(a) Any supplies and services to be furnished under this contract shall be ordered by issuance of delivery orders or task orders by the individuals or activities designated in the Schedule. Such orders may be issued from date of award through March 31, 2014."

6. **C.15 2052.215-78 TRAVEL APPROVALS AND REIMBURSEMENT – ALTERNATE 1 (OCT 1999), (a)**, delete in its entirety and replace with the following,

"(a) Total expenditure for travel may not exceed \$86,912.00 over the life of the contract without the prior approval of the contracting officer."

7. **Appendix D**, delete in its entirety.

All other terms and conditions will remain the same.