

<b>INTERAGENCY AGREEMENT</b>		1 IAA NO NRC-HQ-84-14-1-0011		PAGE 1 OF 12	
2. ORDER NO		3 REQUISITION NO OCHCO-14-0257		4 SOLICITATION NO	
5 EFFECTIVE DATE See Block 26c		6 AWARD DATE 08/06/2014		7 PERIOD OF PERFORMANCE 10/01/2014 TO 09/30/2015	
8. SERVICING AGENCY OFFICE OF PERSONNEL MANAGEMENT ALC: DUNS: +4: 1900 E ST NW WASHINGTON DC 20415  POC Stephanie Henderson TELEPHONE NO 202-606-1443		9 DELIVER TO US NUCLEAR REGULATORY COMMISSION- MAIL PROCESSING CENTER 4930 BOILING BROOK PARKWAY ROCKVILLE MD 20852 USA			
10 REQUESTING AGENCY HR ALC: DUNS: +4: US NUCLEAR REGULATORY COMMISSION ONE WHITE FLINT NORTH 11555 ROCKVILLE PIKE ROCKVILLE MD 20852-2738  POC Kevin Jones TELEPHONE NO 301-287-0573		11 INVOICE OFFICE US NUCLEAR REGULATORY COMMISSION ONE WHITE FLINT NORTH 11555 ROCKVILLE PIKE MAILSTOP 03-E17A NRCIPACRESOURCENRCGOV ROCKVILLE MD 20852-2738			
12. ISSUING OFFICE US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP 3WEN-05-C64MP WASHINGTON DC 20555-0001		13. LEGISLATIVE AUTHORITY Economy Act			
		14. PROJECT ID			
		15. PROJECT TITLE USAJOBS			
16. ACCOUNTING DATA 2014-X0200-FEEBASED-84-84D002-51-H-156-G8408-253A					
17 ITEM NO	18 SUPPLIES/SERVICES	19 QUANTITY	20 UNIT	21 UNIT PRICE	22 AMOUNT
00001	The purpose of this IAA is for an annual subscription to USAJOBS. Master IAA: N/A  Award new IAA for USAJOBS  Attachment 1: NRC General Terms and Conditions for Interagency Agreements. Attachment 2: Form 7600A Attachment 3: Form 7600B  The total amount of award: \$16,806.00. The Continued ...				16,806.00
23. PAYMENT PROVISIONS			24. TOTAL AMOUNT \$16,806.00		
25a. SIGNATURE OF GOVERNMENT REPRESENTATIVE (SERVICING) <i>Michelle G. Earley</i>			25a. SIGNATURE OF GOVERNMENT REPRESENTATIVE (REQUESTING) <i>[Signature]</i>		
25b. NAME AND TITLE Michelle G. Earley		25c. DATE 8/21/14	25b. CONTRACTING OFFICER DANIEL APP		25c. DATE 08/06/2014

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 03 2014

ADM002

IAA NO

NRC-HQ-84-14-1-0011

ORDER NO

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obligation for this award is shown in box 24.

NRC GENERAL TERMS AND CONDITIONS (GT&C) FOR INTERAGENCY AGREEMENTS (IAA)

**General Guidance**

**1. Technical Direction**

The NRC Contracting Officer's Representative (COR), as named in the NRC SOW, is responsible for ensuring that the services required under this project are delivered in accordance with the terms of the SOW. All technical direction instructions to the Servicing agency must be issued through the COR.

Technical direction includes interpreting technical specifications, providing needed details, and suggesting possible lines of inquiry. Technical direction must not constitute new work or affect overall project cost or period of performance. Technical direction must be confirmed in writing to the servicing agency with a copy provided to the cognizant NRC Contracting Officer (CO).

**2. Billing Requirements**

Servicing agency shall bill NRC monthly for costs paid in support of NRC projects by the agreement number. The servicing agency shall bill and collect from NRC by an electronic transfer of funds through the U.S. Treasury Intergovernmental Payment and Collection System (IPAC).

The servicing agency voucher shall identify the NRC agreement number, and the NRC and servicing agency budget and reporting (B&R) numbers.

The servicing agency voucher, at a minimum, shall indicate the month that costs were incurred and the dollar amount of these costs. In some instances because of accrual accounting and other adjustments, the amounts may differ slightly from the original accrual amount.

When the Status Report costs differ from the amount billed, servicing agency shall provide an explanation of the difference on the voucher.

The servicing agency voucher shall be sent to support the IPAC funds transfer. The instructions must identify the billable activities as specified by 10 CFR Part 170. The servicing agency voucher and other required documentation shall be submitted to—

NRC Payments  
U.S. Nuclear Regulatory Commission  
One White Flint North  
11555 Rockville Pike  
Mailstop O3-E17A  
Rockville, MD 20852-2738

**Electronic Commercial Vendor and IPAC Payments:**

Effective immediately, commercial vendors and Federal entities should use the new electronic mailing addresses shown below:

Invoice and training billing Email address – [NRCPayments@NRC.gov](mailto:NRCPayments@NRC.gov)

IPAC billing Email address – [NRCIPAC.Resource@NRC.gov](mailto:NRCIPAC.Resource@NRC.gov)

**United States Government**  
**Interagency Agreement (IAA) – Agreement Between Federal Agencies**  
**General Terms and Conditions (GT&C) Section**

IAA Number 24FY15USJO - 0081 - 20  
 GT&C # \_\_\_\_\_ Order # Amendment/Mod # \_\_\_\_\_

**DEPARTMENT AND/OR AGENCY**

<b>1.</b>		<b>Requesting Agency of Products/Services</b>	<b>Servicing Agency Providing Products/Services</b>
	Name	Nuclear Regulatory Commission	US Office of Personnel Management USA IOBS
	Address	11555 Rockville Pike Rockville, MD 20852	1900 E St NW Washington, DC 20415

**2. Servicing Agency Agreement Tracking Number (Optional)** \_\_\_\_\_

**3. Assisted Acquisition Agreement** No

**4. GT&C Action (Check action being taken)**  
☒ **New**  
**Amendment** – Complete only the GT&C blocks being changed and explain the changes being made.  
  
**Cancellation** – Provide a brief explanation for the IAA cancellation and complete the effective End Date.

**5. Agreement Period** Start Date 10-01-2014 End Date 09-30-2015 of IAA or effective cancellation date  
 MM-DD-YYYY MM-DD-YYYY

**6. Recurring Agreement (Check One)** A Recurring Agreement will continue, unless a notice to discontinue is received.  
☒ Yes If Yes, is this an: Annual Renewal Yes  
 Other Renewal \_\_\_\_\_ State the other renewal period: \_\_\_\_\_  
 No

**7. Agreement Type (Check One)** ☒ Single Order IAA Multiple Order IAA

**8. Are Advance Payments Allowed for this IAA (Check One)** ☒ Yes No  
 If Yes is checked, enter Requesting Agency's Statutory Authority Title and Citation

Note: Specific advance amounts will be captured on each related Order.

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**9. Estimated Agreement Amount** (The Servicing Agency completes all information for the estimated agreement amount.)

(Optional for Assisted Acquisitions)

Direct Cost \$ 15932

Overhead Fees & Charges \$ 874

Total Estimated Amount \$ \$16806

Provide a general explanation of the Overhead Fees & Charges. Overhead costs consist of indirect labor, supplies, services, travel and non capital asset equipment in support of the USAJOBS Program

**10. STATUTORY AUTHORITY**

**a. Requesting Agency's Authority** (Check One)

Franchise    Revolving    Working    ☒ Economy Act    Other  
Fund           Fund           Capital Fund    (31 U.S.C. 1535/FAR 17.5)    Authority

**Fill in Statutory Authority Title and Citation** for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority

**b. Servicing Agency's Authority** (Check One)

Franchise    ☒ Revolving    Working    Economy Act    Other  
Fund           Fund           Capital Fund    (31 U.S.C. 1535/FAR 17.5)    Authority

**Fill in Statutory Authority Title and Citation** for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority **5 CFR Part 317.501 (b)(2), 330 and 335 implement Sect 4 of Public Law 104-52.**

**11. Requesting Agency's Scope** (State and/or list attachments that support Requesting Agency's Scope.)

USAJOBS is a centralized secure platform helping streamline the Federal government's overall hiring process; it acts as a portal for Federal recruitment for all government positions, whether competitively or non-competitively sourced. USAJOBS is a job board and a resume and document repository for candidate information. USAJOBS also provides extensive Federal employment information to the Public, coordinates recruitment information across agencies, and interacts with job seekers through the use of Social Media. USAJOBS gathers customer satisfaction data on the USAJOBS system as well as, the Federal hiring process. This information is used by the Program Office and Chief Human Capital Officer (CHCO) agencies to improve the tools job seekers and applicants use to apply for Federal employment. The hiring process information is also used to influence hiring procedures and structure new initiatives in support of the President's Hiring Reform.

**12. Roles & Responsibilities for the Requesting Agency and Servicing Agency** (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency.)

See Attachment A (Roles & Responsibilities) attached hereto and made apart herein to the IAA by this reference.

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**13. Restrictions (Optional)** (State and/or attach unique requirements and/or mission specific restrictions specific to this IAA).

N/A

**14. Assisted Acquisition Small Business Credit Clause** (The Servicing Agency will allocate the socio-economic credit to the Requesting Agency for any contract actions it has executed on behalf of the Requesting Agency.)

**15. Disputes:** Disputes related to this IAA shall be resolved in accordance with instructions provided in the Treasury Financial Manual (TFM) Volume I, *Intragovernmental Business Rules* Bulletin, available on the TFM Web site at <http://www.fms.treas.gov/tfm/vol1/bull.html>.

**16. Termination** (Insert the number of days that this IAA may be terminated by written notice by either the Requesting or Servicing Agency.) **Upon formal written notice 30 days prior to next renewal period/billing cycle**

If this agreement is canceled, any implementing contract/order may also be canceled. If the IAA is terminated, the agencies shall agree to the terms of the termination, including costs attributable to each party and the disposition of awarded and pending actions. **If the Servicing Agency incurs costs due to the Requesting Agency's failure to give the requisite notice of its intent to terminate the IAA, the Requesting Agency shall pay any actual costs incurred by the Servicing Agency as a result of the delay in notification, provided such costs are directly attributable to the failure to give notice.**

**17. Assisted Acquisition Agreements – Requesting Agency's Organizations Authorized To Request Acquisition Assistance for this IAA.** (State or attach a list of Requesting Agency's organizations authorized to request acquisition assistance for this IAA.)

N/A

**18. Assisted Acquisition Agreements – Servicing Agency's Organizations authorized to Provide Acquisition Assistance for this IAA.** (State or attach a list of Servicing Agency's organizations authorized to provide acquisition for this IAA.)

N/A

**19. Requesting Agency Clause(s) (Optional)** (State and/or attach any additional Requesting Agency clauses.)

N/A

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**20. Servicing Agency Clause(s) (Optional) (State and/or attach any additional Servicing Agency clauses.)**

See Attachment B (Payment Terms and Conditions) attached hereto and made apart herein to the IAA by this reference.

**21. Additional Requesting Agency and/or Servicing Agency Attachments (Optional) (State and/or attach any additional Requesting Agency and/or Servicing Agency attachments.)**

N/A

**22. Annual Review of IAA**

By signing this agreement, the parties agree to annually review the IAA if the agreement period exceeds one year. Appropriate changes will be made by amendment to the GT&C and/or modification to any affected Order(s).

**AGENCY OFFICIAL**

The Agency Official is the highest level accepting authority or official as designated by the Requesting Agency and Servicing Agency to sign this agreement. Each Agency Official must ensure that the general terms and conditions are properly defined, including the stated statutory authorities, and, that the scope of work can be fulfilled per the agreement.

The Agreement Period Start Date (Block 5) must be the same as or later than the signature dates.

Actual work for this IAA may NOT begin until an Order has been signed by the appropriate individuals, as stated in the Instructions for Blocks 37 and 38.

23.	Requesting Agency	Servicing Agency
Name	Daniel App	Michelle Gilder Earley
Title	Contracting Officer	Program Manager, USAJOBS
Telephone Number(s)	301-287-0939	
Fax Number		
Email Address	Daniel.App@nrc.gov	
SIGNATURE	<i>Daniel App</i>	<i>Michelle G. Earley</i>
Approval Date	8/6/14	8/21/14

**United States Government**  
**Interagency Agreement (IAA) – Agreement Between Federal Agencies**  
**Order Requirements and Funding Information (Order) Section**

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Servicing Agency's Agreement

GT&amp;C # Order # Amendment/Mod #

Tracking Number (Optional) \_\_\_\_\_

**PRIMARY ORGANIZATION/OFFICE INFORMATION**

24.	Requesting Agency	Servicing Agency
Primary Organization/Office Name	Nuclear Regulatory Commission	Office of Personnel Management USAJOBS
Responsible Organization/Office Address	11555 Rockville Pike (OPA) Gateway GW5-A06 Rockville, MD 20852	1900 E ST NW Washington DC 20415

**ORDER/REQUIREMENTS INFORMATION**

**25. Order Action** (Check One)☒ New

**Modification** (Mod) – List affected Order blocks being changed and explain the changes being made. For Example: for a performance period mod, state new performance period for this Order in Block 27. **Fill out the Funding Modification Summary by Line** (Block 26) if the mod involves adding, deleting or changing **Funding for an Order Line**.

**Cancellation** – Provide a brief explanation for Order cancellation and fill in the Performance Period End Date for the effective cancellation date.

26. Funding Modification Summary by Line	Line # _____	Line # _____	Line # _____	Total of All Other Lines (attach funding details)	Total
Original Line Funding	\$16806	\$	\$	\$	\$16806
Cumulative Funding Changes From Prior Mods [addition (+) or reduction (-)]	\$	\$	\$	\$	\$
Funding Change for This Mod	\$	\$	\$	\$	\$
TOTAL Modified Obligation	\$	\$	\$	\$	\$
Total Advance Amount (-)	\$	\$	\$	\$	\$
Net Modified Amount Due	\$16806	\$	\$	\$	\$

**27. Performance Period**

Start Date 10-01-2014

End Date 09-30-2015

For a performance period mod, insert the start and end dates that reflect the new performance period.

the start and end dates that reflect the new performance period.



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<b>28. Order Line/Funding Information</b>			<b>Line Number</b> _____	
	<b>Requesting Agency Funding Information</b>	<b>Servicing Agency Funding Information</b>		
ALC	3100001	24000001		
Treasury Agency Code	4290031	0270024		
Trading Partner Code	31	2400		
TAS	31X0200	24X457124		
BETC	DISB	COLL		
Object Class Code	253A	N/A		
BPN	040535809	126536929		
BPN + 4 (Optional)				
Additional Accounting Classification/Information (Optional)	2014-84-51-H-156-G8408			
Requesting Agency Funding Expiration Date No Year MM-DD-YYYY		Requesting Agency Funding Cancellation Date 09/30/2015		
<b>Project Number &amp; Title</b>				
<b>Description of Products and/or Services, including the Bona Fide Need for this Order</b> (State or attach a description of products/services, including the bona fide need for this Order.) Federal agencies require the ability to share employment information externally with job seekers and general public and internally with oversight/compliance agencies within their own agency. USAJOBS is a web based HR system serving as a common secure platform for bringing government recruiters and job seekers together. USAJOBS gives recruiters the ability to advertise Government job opportunities, search job seeker resumes and manage the hiring process through a common web interface. USAJOBS also gives jobseekers the ability to create, upload and advertise their resumes, search for Government job opportunities, apply for jobs directly and track their status through the common web interface.				
North American Industry Classification System (NAICS) Number (Optional) _____				
<b>Breakdown of Reimbursable Line Costs</b>		<b>OR</b>	<b>Breakdown of Assisted Acquisition Line Cost:</b>	
Unit of Measure	FTE Allocation		Contract Cost	\$
Quantity	Unit Price	Total	Servicing Fees	\$
1	\$16806	\$16806	Total Obligated	\$
Overhead Fees & Charges		\$	Advance for Line (-)	\$
Total Line Amount Obligated		\$	Net Total Cost	\$
Advance Line Amount (-)		\$	Assisted Acquisition Servicing Fees Explanation	
Net Line Amount Due		\$16806		
<b>Type of Service Requirements</b> <input checked="" type="checkbox"/> Severable Service <input type="checkbox"/> Non-severable Service <input type="checkbox"/> Not Applicable				

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**29. Advance Information** (Complete Block 29 if the Advance Payment for Products/Services was checked "Yes" on the GT&C.)

**Total Advance Amount for the Order** \$ \$16806

All Order Line advance amounts (Block 28) must sum to this total.]

**Revenue Recognition Methodology** (according to SFFAS 7) (Identify the Revenue Recognition Methodology that will be used to account for the Requesting Agency's expense and the Servicing Agency's revenue)

X Straight-line – Provide amount to be accrued \$ \_\_\_\_\_ and Number of Months

Accrual Per Work Completed – Identify the accounting posting period:

Monthly per work completed & invoiced

**30. Total Net Order Amount:** \$ \_\_\_\_\_

[All Order Line Net Amounts Due for reimbursable agreements and Net Total Costs for Assisted Acquisition Agreements (Block 28) must sum to this total.]

**31. Attachments** (State or list attachments.)

Key project and/or acquisition milestones (Optional except for Assisted Acquisition Agreements)

Other Attachments (Optional)    N/A

**BILLING & PAYMENT INFORMATION**

**32. Payment Method** (Check One) [**Intra-governmental Payment and Collection (IPAC)** is the Preferred Method.] If IPAC is used, the payment method must agree with the IPAC Trading Partner Agreement (TPA).

Requesting Agency Initiated IPAC

☒ **Servicing Agency Initiated IPAC**

Credit Card

Other – Explain other payment method and reasoning.

**33. Billing Frequency** (Check One)

[An Invoice must be submitted by the Servicing Agency and accepted by the Requesting Agency BEFORE funds are reimbursed (i.e., via IPAC transaction)]

Monthly

Quarterly

☒ **Other Billing Frequency (include explanation)**    Single Annual Billing

**34. Payment Terms** (Check One)

X Immediately Other Payment Terms (include explanation): USAJOBS is deemed an annual subscription and payment in full is due upon receipt of invoice. For Additional information see attachment B

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**35. Funding Clauses/Instructions (Optional) (State and/or list funding clauses/instructions.)**

N/A

**36. Delivery/Shipping Information for Products (Optional)**

Agency Name	
Point of Contact (POC) Name & Title	
POC Email Address	
Delivery Address /Room Number	
POC Telephone Number	
Special Shipping Information	

**APPROVALS AND CONTACT INFORMATION**

**37. PROGRAM OFFICIALS**

The Program Officials, as identified by the Requesting Agency and Servicing Agency, must ensure that the scope of work is properly defined and can be fulfilled for this Order. The Program Official may or may not be the Contracting Officer depending on each agency's IAA business process.

	Requesting Agency	Servicing
Name	Daniel App	Michelle Gilder Earley
Title	Contract Specialist	Program Manager, USAJOBS
Telephone Number	301-287-0939	
Fax Number		
Email Address	Daniel.App@mrc.gov	
SIGNATURE	<i>Daniel App</i>	<i>Michelle G. Earley</i>
Date Signed	8/6/14	8/21/14

**38. FUNDING OFFICIALS** - The Funds Approving Officials, as identified by the Requesting Agency and Servicing Agency, certify that the funds are accurately cited and can be properly accounted for per the purposes set forth in the Order. The Requesting Agency Funding Official signs to obligate funds. The Servicing Agency Funding Official signs to start the work, and to bill, collect, and properly account for funds from the Requesting Agency, in accordance with the agreement.

	Requesting Agency	Servicing Agency
Name	Ilka Solorio	Stephanie Henderson
Title	Funds Certifying Official	Budget Analyst, USAJOBS
Telephone Number	301-287-0591	202.606.1443
Fax Number		
Email Address	Ilka.Solorio@mrc.gov	Stephanie.Henderson@opm.gov
SIGNATURE	<i>Ilka Solorio</i>	<i>Stephanie Henderson</i>
Date Signed	8/4/14	8/21/14

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<b>CONTACT INFORMATION</b>		
<b>FINANCE OFFICE Points of Contact (POCs)</b>		
The finance office points of contact must ensure that the payment (Requesting Agency), billing (Servicing Agency), and advance/accounting information are accurate and timely for this Order.		
<b>39.</b>	<b>Requesting Agency (Payment Office)</b>	<b>Servicing Agency (Billing Office)</b>
Name	Mary Matheson	Jodie Young
Title	Chief, Financial Operations Branch	Management/Program Analyst, USAJOBS
Office Address	11545 Rockville Pike Rockville, MD 20852	1900 E Street NW Washington DC 20415
Telephone Number	(301)415-8748	202.606.0055
Fax Number		
Email Address	Mary.Matheson@nrc.gov	Jodie.Young@opm.gov
Signature & Date (Optional)		
<b>40. ADDITIONAL Points of Contacts (POCs)</b> (as determined by each agency) This may include CONTRACTING Office Points of Contact (POCs).		
	<b>Requesting Agency</b>	<b>Servicing</b>
<b>Name</b>	Kevin Jones	
<b>Title</b>	Sr. Management Analyst	
<b>Office Address</b>	11601 Landsdown Street North Bethesda, MD 20852	
<b>Telephone Number</b>	(301)287-0573	
<b>Fax Number</b>		
<b>Email Address</b>	Kevin.Jones@nrc.gov	
<b>Signature &amp; Date (Optional)</b>		
<b>Name</b>	Michelle Williams	
<b>Title</b>	Human Resources Specialist	
<b>Office Address</b>	11601 Landsdown Street North Bethesda, MD 20852	
<b>Telephone Number</b>	(301)287-0744	
<b>Fax Number</b>		
<b>Email Address</b>	Michelle.Williams@nrc.gov	
<b>Signature &amp; Date (Optional)</b>		
<b>Name</b>		
<b>Title</b>		
<b>Office Address</b>		
<b>Telephone Number</b>		
<b>Fax Number</b>		
<b>Email Address</b>		
<b>Signature &amp; Date (Optional)</b>		

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