

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE		PAGE OF PAGES 1 2	
2. AMENDMENT/MODIFICATION NO. M0001		3. EFFECTIVE DATE See Block 16C		4. REQUISITION/PURCHASE REQ. NO. NRR-15-0283	
5. PROJECT NO. (If applicable)		6. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 ATTN LISA KAUFFMAN WASHINGTON DC 20555-0001		7. ADMINISTERED BY (If other than Item 6) US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) IDONEOUS EDUCATIONAL SERVICES INC ATTN SAVENA ALLEN 129 FARMGATE LANE SUITE 100 SILVER SPRING MD 209055735		(x) 9A. AMENDMENT OF SOLICITATION NO.		9B. DATED (SEE ITEM 11)	
CODE 197632826 FACILITY CODE		x 10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-20-15-E-0004 NRC-HQ-20-15-T-0004		10B. DATED (SEE ITEM 13) 03/20/2015	

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) Net Increase: \$10,321.32
2015-X0200-FEEBASED-20-20D004-11-4-148-1061-252A

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).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3 Changes
	D. OTHER (Specify type of modification and authority)

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.)

SBA: 0353/15/500538

The purpose of this modification is 1) to revise the Statement of Work, 2) to increase the task order ceiling by \$4,179.54 from \$11,813.06 to \$15,992.60, 3) to increase funding by \$10,321.32 from \$5,671.28 to \$15,992.60; and 4) to revise the Price/Cost Schedule.

See Page 2 for Details.

Total Ceiling Amount: \$15,992.60 (changed)

Total Obligated Amount: \$15,992.60 (changed)

Period of Performance: 3/20/2015 through 12/31/2019 (unchanged).

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) Savena T. Allen, President & CEO		15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) LISA A. KAUFFMAN	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED 7/14/15	15B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	15C. DATE SIGNED 7/14/15

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

JUL 14 2015

ADM002

The purpose of this modification is 1) to revise the Statement of Work, 2) to increase the task order ceiling by \$4,179.54 from \$11,813.06 to \$15,992.60, 3) to increase funding by \$10,321.32 from \$5,671.28 to \$15,992.60; and 4) to revise the Price/Cost Schedule.

Accordingly, Task Order NRC-HQ-20-15-T-0004 under Contract NRC-HQ-20-15-E-0004 is hereby modified as follows:

1. Attachment No. 1: Revised Statement of Work and Contractors proposal dated July 1, 2015 incorporates the changes in accordance with this direction.

2. A.2 PRICE SCHEDULE

LABOR HOURS

CLIN	DESCRIPTION	EST. QUANTITY	UNIT PRICE	UNIT	EST. TOTAL
0010	TASK 10: RELATED SUPPORT				
0010A	PROJECT MANAGER			HOUR	
0010B	TECHNICAL EDITOR			HOUR	
0010C	DOCUMENT SPECIALIST			HOUR	
TOTAL					\$15,992.60

3. A.3 CONSIDERATION AND OBLIGATION--TASK ORDERS (AUG 2011)

- (a) The ceiling of this order for services is \$15,992.60.
- (b) This order is subject to the minimum and maximum ordering requirements set forth in the contract.
- (c) The amount presently obligated with respect to this order is \$15,992.60. The obligated amount shall, at no time, exceed the order ceiling as specified in paragraph (a) above. When and if the amount(s) paid and payable to the Contractor hereunder shall equal the obligated amount, the Contractor shall not be obligated to continue performance of the work unless and until the Contracting Officer shall increase the amount obligated with respect to this order, in accordance with FAR Part 43 - Modifications. Any work undertaken by the Contractor in excess of the obligated amount specified above is done so at the Contractor's sole risk and may not be reimbursed by the Government.
- (d) The Contractor shall comply with the provisions of FAR 52.232-22 - Limitation of Funds, for incrementally-funded delivery orders or task orders.

All other terms and conditions under this task order remain unchanged.

STATEMENT OF WORK REVISED JULY 2015
NRC-HQ-20-15-E-0004
TASK ORDER NRC-HQ-20-15-T-0004

1. PROJECT TITLE

Technical Editing Assistance for Davis-Besse Safety Evaluation Report Supplement.

2. BACKGROUND

Based on the Atomic Energy Act, the U.S. Nuclear Regulatory Commission (NRC) issues licenses for commercial nuclear power reactors to operate for up to 40 years and allows these licenses to be renewed for another 20 years. The license renewal environmental and safety requirements are published as Title 10 of the *Federal Code of Regulations* Part 51(10 CFR Part 51) and 10 CFR Part 54, respectively. The NRC has published regulatory guidance for the NRC staff (the staff) to follow when reviewing license renewal applications to address radiological and non-radiological environmental issues titled the "Standard Review Plans for Environmental Reviews for Nuclear Power Plants, Supplement 1: Operating License Renewal," NUREG-1555, Supplement 1, Rev. 1 issued June 2013 to ensure conformance with its review process and to share the process with stakeholders. The NRC has also published regulatory guidance for the staff to follow when reviewing applications to address safety issues titled NUREG-1800, "Standard Review Plan for Review of License Renewal Applications for Nuclear Power Plants," Revision 2 issued December 2010 (SRP-LR) to ensure the quality and uniformity of staff reviews and to share the process with stakeholders.

The staff has accepted a License Renewal Application (LRA) from the Davis-Besse nuclear power plant. The staff documents its support for the final related regulatory decisions in two NUREG-series publications: Supplemental Environmental Impact Statements (SEISs) and Safety Evaluation Reports (SERs).

The SER documents the results of the staff's safety review of the LRA and describes the technical details considered in evaluating the safety aspects of the proposed extended operation.

The staff issues Supplements to the final SERs when new issues are identified by the applicant or when the staff issues new guidance regarding technical issues that could potentially change the staff's conclusions in the SER. SER Supplements can vary in length considerably depending on the number of changes to the final SER required. Typically, SER Supplements range from 60-150 pages and are typically about 100 pages in length. However, the Davis-Besse SER Supplement is expected to be approximately 275 pages in length.

3. SCOPE

The objective of this contract is to obtain expert document layout, assembly, formatting, and technical editing services to assist the NRC's Office of Nuclear Reactor Regulation, Division of License Renewal to prepare the SER Supplement for the Davis-Besse LRA.

4. APPLICABLE DOCUMENTS AND STANDARDS

The contractor shall provide accessible, archival-quality, print-ready, Web-enabled PDF and DOC source files that meet Federal and agency requirements for publications—. The NRC is transitioning from Microsoft® Office Word 2010 to Microsoft® Office Word 2013. Therefore, the version of the document returned to the NRC should match the version submitted to the editor (either 2010 or 2013), unless otherwise directed by the COR. The print and electronic copies shall match (i.e., print the paper copy from the PDF, which is generated from the Microsoft® Office Word-2010 file).

Electronic files (final deliverables) shall be:

- **Accessible:** comply with Section 508 of the Rehabilitation Act; accessible to screen readers; high

contrast in black and white if any color is used; any information conveyed with color is conveyed equally well when color is not available.

- **Archival:** generate PDF using Adobe Acrobat Professional X with NRC downloaded NRC distiller and preflight profiles or NRC designated PDF generator and PDF/A format, an international standard for archival PDFs; embed fonts; update/delete metadata (<http://www.nrc.gov/site-help/electronic-sub-ref-mat.html>).
- **Print-ready:** minimum 600 dpi (1,200 dpi recommended) for high-quality, professional printing; include print disclaimers for any scanned or pixelated images; the PDF shall be an entire document, including cover, inside cover, title page, NRC Form 335, etc. (see NUREG-1757).
- **Web-enabled (electronic):** bookmarks for navigation (generated by Microsoft® Office Word-2010, or current NRC designated word processing software, as directed by the COR, with the heading styles applied); live links to Web sites (entire URL shall be active); meet NRC Web publication standards; enabled for Fast Web view; match agency-wide electronic standards (<http://www.nrc.gov/site-help/e-submittals.html>).
- Free of any restrictions in their use, to include password protections on the document or style sheet.

Specifically, the Microsoft® Office Word-2010 file shall use the following:

- Styles
- Automated formatting (no manually tabbed columns)
- Linked bookmarks or anchors for the table of contents or other document guides that jump to specific sections of the text
- Headers and other structural markup
- Abbreviation list
- Listed and linked figures, equations, tables, etc.
- Formatted tables with simple columns (do not nest tables, mark column headers if possible)
- Embedded fonts and objects

The contractor shall use the following guidelines for file names:

- Use ASCII letters (a-z, A-Z), digits (0-9), underscores and hyphens ("_" and "-")
- Do not use spaces, quotation marks, diacritic marks or other special/non-printing characters
- Reserve the period ("."), full stop) for the file extension at the end of the filename

In addition to general document quality standards, the contractor shall meet the following standards in:

- U.S. Government Printing Office (GPO) Style Manual
- NUREG-0650, "Preparing NUREG-series Publications," Revision 2
- NUREG-1379, "NRC Editorial Style Guide," Revision 2
- NUREG-0544, "NRC Collection of Abbreviations," Revision 4
- License Renewal Project Manager Handbook, Attachment 9, "Safety Evaluation Report (SER) Style Guide"
- License Renewal Project Manager Handbook, Attachment 29, "Safety Evaluation Report Writing Guide Lines and Samples"
- M.D 3.7, "NUREG-Series Publications"
- www.plainlanguage.gov
- Section 508 of the Rehabilitation Act

In cases where the SER style guide conflicts with the *NRC Editorial Style Guide*, the contractor shall follow the SER style guide. The COR may require the contractor to deviate from the guidance documents listed above, if the guidance documents are being revised or new guidance is being developed.

5. SPECIFIC TASK

The contractor shall be responsible for the following document properties:

- Layout
- Assembly
- Formatting
- Version control
- Producing a production-ready document

The contractor shall be responsible for services to improve the quality, clarity, and consistency of the SER Supplement. Specifically, the contractor shall be responsible for recommending corrections and incorporating changes approved by the staff to include:

- Verifying the message is a coherent and logical flow of ideas
- Correcting syntax, grammar, spelling, and punctuation in accordance with NRC guidance
- Ensuring consistent use of terms, acronyms, abbreviations, and symbols
- Correcting disagreement of the subject and verb and faulty parallelisms
- Eliminating ambiguities, redundancy (wordiness), and overuse of the passive voice
- Ensuring consistency and accuracy of heading styles, headers, and footers
- Consistency of equations
- Verifying consistency and clarity of tables and figures; and redesigning them (as required) to improve their visual effectiveness
- Verifying the accuracy of references and cross-references
- Verifying references are available to the public
- Developing a table of contents in accordance with applicable style guides
- Developing an index in accordance with applicable style guides
- Ensuring consistency of text, figures, table headings, and section headings with the table of contents
- Verifying pagination (page numbers are consistent with the table of contents and index)

The scope of work for the SER Supplement preparation is described in the following task.

Task: Safety Evaluation Report Supplement

The contractor shall revise the SER Supplement based on additional information as provided by the COR. The contractor shall provide the necessary technical editor review of the SER Supplement to ensure the document is complete and meets the NRC publication requirements. Recommended technical editorial changes to the specific technical evaluation input and additional information shall be provided to the COR in a track changes format for review before incorporation into the SER Supplement. Because of the strict project schedule and multiple NRC stakeholders involved in the review, it is expected the COR will provide comments and revisions to this SER Supplement to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR. The contractor shall revise the SER Supplement based on comments and revisions provided by the COR and submit a final SER Supplement that is camera-ready for NUREG publications.

In additional editing and formatting services, the contractor shall update the list of acronyms in the Davis-Besse SER Supplement to include all acronyms used in the document, and verify that they are used properly throughout the document.

The deliverable is a cover-to-cover plant-specific SER Supplement based on technical and administrative information in the LRA and supplemental information, as provided by the COR. The contractor shall also provide the necessary review of the SER Supplement to ensure that it meets the NRC publication requirements for a NUREG-series report. The staff will review the SER Supplement and provide comments to the contractor. The contractor shall revise and provide the SER Supplement based on comments from the COR in accordance with the delivery schedule in section 6, "Deliverables and Delivery Schedule."

6. DELIVERABLES AND DELIVERY SCHEDULE

The contractor shall provide the deliverables listed below in two electronic formats (Microsoft® Office Word 2010 or NRC designated word processing software and PDF file using Adobe Acrobat Professional X or NRC designated PDF) and a hard copy printed from the PDF file to the COR. The final deliverables for each task shall not have any restrictions in their use by the government. If document protections are employed during the editing process as part of a version control methodology, an additional unprotected version of the final deliverable for government records and future use must be provided.

The NRC has an expectation that the contractor will be able to perform technical editing of a minimum of 70 pages per day as well as format a minimum of 70 pages per day. If, due to multiple tasks under this contract being performed simultaneously, the below delivery schedules are unachievable, the contractor shall coordinate with the COR to prioritize work and agree on an acceptable delivery schedule.

Because of the strict project schedule and multiple NRC contributors to the documents, it is expected the COR will provide comments and revisions to the contractor in numerous batches, requiring turnaround within one work day in certain cases as directed by the COR.

The following are standard deliverable due dates for the task:

Task No.	Deliverable Description	Due Date	Task Completion Rate
10.a	SER Supplement – 1 st Round Edits (through PM Review)	NLT 10 working days after receipt of final input from COR	25% complete
10.b	SER Supplement – 2 nd Round Edits (through Branch Chief/OGC Review)	NLT 5 working days after receipt of final input from COR	50% complete
10.c	SER Supplement – 3 rd Round Edits (through Division Director Review)	NLT 5 working days after receipt of final input from COR	75% complete
10.d	SER Supplement – Final Edits (Final Deliverable for issuance as public document)	NLT 5 working days after receipt of final input from COR	100% complete

The deliverable will include at minimum a word processing source file, an electronic "print" file in Portable Document Format (PDF), and a printed camera-ready document from the PDF file unless otherwise directed by the COR or CO. The contractor shall be responsible for structuring the deliverable to follow Federal and agency standards for publications. The current agency word processing standard is Microsoft® Office Word 2010. The contractor shall use the latest agency-designated version of this agency standard. The source and PDF files shall be automated structured, and reusable (i.e., applies templates, contain automatic bookmarks, have "live" Web links). The contractor shall consider long-term use and revision when establishing styles. This will be evidenced by styles that are constructed for ease of use and that apply automated functions. The contractor shall provide a style sheet itemizing the specifications for each style or tag applied in the word processing program. For example, the style sheet will note the name of the style, formatting details, and the specific functions of and use for each style. The contractor shall include corrections to meet quality standards as a part of this deliverable.

The final deliverable document for Task 10 shall:

- Include a new acronyms list in the appropriate section of the document, replacing the draft acronyms list as submitted to the contractor
- Be provided in the NRC-approved version of Microsoft® Office Word-2010 or NRC designated word processing software, as directed by the COR
- Be provided in a PDF format generated by Adobe Acrobat Professional X or NRC designated PDF

generator

- Be delivered "camera ready" on CD-ROM
- Meet the requirements above of "Electronic files shall be--"
- Meet the requirements above of "Specifically, the Microsoft ® Office Word ~~2010~~ file shall use--"
- Meet the requirements above of "The contractor shall be responsible for services to improve the quality, clarity, and consistency of the SER Supplement."

7. GOVERNMENT FURNISHED PROPERTY

The COR will provide the contractor with the LRA, SER Supplement draft, and technical input required to prepare the documents at issuance of the task order.

The COR will provide the contractor with a printed and/or electronic representation of how the deliverables should appear, typically a published example of a completed document. Additionally, the COR will provide the initial draft documents in their general format during the execution of each Task Order.

The COR can also provide other applicable background information and reference documentation. For the purpose of providing a proposal, the NRC Web site below, contains past and current LRAs and staff SER Supplements for applicable plants.

<http://www.nrc.gov/reactors/operating/licensing/renewal/applications.html#plant>

The following NUREG reports related to this effort are available through the NRC Agencywide Document Access and Management System (ADAMS).

NUREG-1379, "NRC Editorial Style Guide," Revision 2, is available through ADAMS at:
<http://www.nrc.gov/reading-rm/adams.html#web-based-adams> (Accession No. ML093280744)

NUREG-0544, "NRC Collection of Abbreviations," Revision 4, is available through ADAMS at:
<http://www.nrc.gov/reading-rm/adams.html#web-based-adams> (Accession No. ML041050544)

An electronic copy of MD 3.7, "NUREG-Series Publications" will be provided if requested by the contractor.

8. PLACE OF PERFORMANCE

Meetings for Task Order kick-offs may be held at NRC Headquarters, if requested by the COR. All other work will be performed at the contractor's site.

9. SECURITY

All work performed will be Unclassified.