

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		50A NO.	1. CONTRACT ID CODE	PAGE 1	OF 2
2. AMENDMENT/MODIFICATION NO. E001	3. EFFECTIVE DATE 05-14-2012	4. REQUISITION/PURCHASE REQ. NO. HR-12-38-0054 5/15/2012		5. PROJECT NO. (if applicable)	
6. ISSUED BY U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Monique B. Williams Mail Stop: TWB-01-B10M Washington, DC 20555	CODE 3100	7. ADMINISTERED BY (if other than item 6) U.S. Nuclear Regulatory Commission Div. of Contracts Mail Stop: TWB-01-B10M Washington, DC 20555		CODE 3100	
8. NAME AND ADDRESS OF CONTRACTOR (No. street, county, State and ZIP Code)  HR ARBY, INC.  6350 STEVENS FOREST RD STE 107 COLUMBIA MD 210461015  CODE 115415338 FACILITY CODE			90	9A. AMENDMENT OF SOLICITATION NO.	
				9B. DATED (SEE ITEM 11)	
				10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-12-C-38-0054	
			X	10B. DATED (SEE ITEM 13) 04-02-2012	

**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 6 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) Not Applicable  
NAICS Code: 611430

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

90	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 pricing office, appropriation data, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 48.103(a).
	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
X	D. OTHER (Specify type of modification and authority) 52.243-1 Changes - Fixed Price

**E. IMPORTANT:** Contractor  is not,  is required to sign this document and return 01 \_\_\_\_\_ 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 no. 01 is to incorporate progress payments for the Career Counseling Guidebook, clarify effective date for Career Counseling Services, incorporate language that the Contractor can bill the NRC twice a month, and incorporate Rights in Data - FAR 52.227-14.  
 Total Ceiling Price: \$311,392 (unchanged)  
 Total Obligation: \$40,000 (unchanged)  
 Period of Performance: 4/2/2012 - 4/1/2017 (inclusive of four option periods) (unchanged)  
 Base Year Period of Performance: 4/2/2012 - 4/1/2013 (unchanged)

Please see continuation pages for sections of the contract that are changed.

Except as provided herein, all terms and conditions of the document referenced in Item 6A or 10A, as hereinafter changed, remain unchanged and in full force and effect.

18A. NAME AND TITLE OF SIGNER (Type or print) <i>Deborah Stallings, President &amp; CEO</i>	18A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Monique B. Williams Contracting Officer
18B. CONTRACTING OFFICER'S SIGNATURE <i>Deborah Stallings</i>	18B. UNITED STATES OF AMERICA BY <i>Monique B. Williams</i> (Signature of Contracting Officer)
18C. DATE SIGNED 5/18/2012	18C. DATE SIGNED 5/16/2012

NBS 7540-01-163-9070  
PREVIOUS EDITION NOT USABLE

STANDARD FORM 30 (REV. 10-85)  
Prescribed by GSA - FAR (48 CFR) 83.243

MAY 25 2012

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

ADM002

1. On page 4, Section B.4 - Price Schedule for Base Year, incorporate the following language:  
"The effective date of this contract is April 2, 2012. However, the contractor will develop the Career Counseling Guidebook from the period April 2, 2012 – June 30, 2012. During this period, the contractor will not be holding career counseling sessions. The NRC Contracting Officer will notify the contractor in writing the effective date for the career counseling sessions.
  
2. On page 4, add Section B.4a - Payment Schedule for Career Counseling Guidebook as follows:
  - 15% - Upon Submission and acceptance of proposed work plan - Due April 20th
  - 20% - Upon Submission and approval for career counseling program evaluation Questionnaire - Due May 11th
  - 35% - Upon Submission of DRAFT Career Counseling Guidebook for Review to NRC - Due June 4th
  - 30% - Upon Submission and Acceptance of FINAL Guidebook – Due June 25<sup>th</sup>
  
3. On page 5, Section B.5 Deliverables, incorporate the Deliverable Schedule for Career Counseling Guidebook as follows:

Description	Deliverable Date	Responsible Party
Finalize the proposed work plan within 24 hours and resubmit to NRC Key Stakeholders for Final Review and Approval	April 20 <sup>th</sup>	Program Manager, Program Specialist
Create draft career counseling program evaluation questionnaire and submit to NRC for review and approval	May 4 <sup>th</sup>	Program Manager, Career Counselors, Program Specialist
Review and provide approval for career counseling program evaluation questionnaire	May 11 <sup>th</sup>	NRC Stakeholders
Submit DRAFT Career Counseling Guidebook to NRC for review and approval	June 4 <sup>th</sup>	Program Manager, Career Counselors, Program Specialist
Submission of FINAL Career Counseling Guidebook and Acceptance by NRC	June 25 <sup>th</sup>	NRC Stakeholders

4. On page 16, 52.212-4, Contract Terms and Conditions, Incorporates FAR Clause 52.227-14, Rights in Data –General.
  
5. Section D – Firm Fixed Price Billing Instructions – Frequency change to read:  
"The contractor shall submit invoices/vouchers for payment twice each month. However, the total amount of each invoice must be greater than \$1,000; if not then the contractor shall submit one invoice for that particular month."

All Other Terms and Conditions Remain Unchanged.