

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

BPA NO. 1. CONTRACT ID CODE PAGE 1 OF 2

2. AMENDMENT/MODIFICATION NO. M003 3. EFFECTIVE DATE 09-12-2012 4. REQUISITION/PURCHASE REQ. NO. ADM-12-536 5. PROJECT NO. (If applicable)

6. ISSUED BY CODE 3100 7. ADMINISTERED BY (If other than Item 6) CODE 3100  
 U.S. Nuclear Regulatory Commission  
 Div. of Contracts, MSA  
 Attn: Manon Butt, 301-492-3629  
 Mail Stop: TWB-01-B10M  
 Washington, DC 20555

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) (X) 9A. AMENDMENT OF SOLICITATION NO.  
 ASPEN OF D.C., INC.  
 1101 15 ST NW STE 202  
 WASHINGTON DC 200053814  
 CODE 134392377 FACILITY CODE X 9B. DATED (SEE ITEM 11)  
 10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-11-C-10-0035  
 10B. DATED (SEE ITEM 13) 06-01-2011

**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 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) B&R: 2012-40-51-F-191 JCN: D1936 BOC: 252A APPNO: 31X0200  
 FAIMIS# N/A NO OBLIGATION  
 DUNS 134392377 NAICS 561210 PSC R699

**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) Unilateral Modification  
 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.)  
 Reference Contract NRC-HQ-11-C-10-0035 for NRC Headquarters Onsite Mail Support Services and Courier Services.

The purpose of this modification is to make two minor revisions regarding NRC addresses to the Statement of Work, as described on the following page.

NRC Project Officer: James Hilliard, 301-415-1976, James.Hilliard@nrc.gov

Aspen of DC, Inc. Contacts:  
 Project Manager: TBD  
 President & CEO: Brandy Butler, office 202-380-9931, mobile 202-679-6400, fax 202-478-1733, Brandy.Butler@aspenofdc.com

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) 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)  
 Manon L. Butt  
 Contracting Officer  
 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA 16C. DATE SIGNED  
 BY *Manon L. Butt* 9/12/2012  
 (Signature of person authorized to sign) (Signature of Contracting Officer)

Reference Contract NRC-HQ-11-C-10-0035 for NRC Headquarters Onsite Mail Support Services and Courier Services.

The purpose of this modification is to revise the Statement of Work as follows:

(1) On page 1, under Section A.I. Headquarters Locations, the 3WFN description is revised to change the address of the Three White Flint North Building (3WFN) from 11601 Station Street, Rockville, Maryland, to **11601 Landsdown Street, Rockville, Maryland 20852**. The revised description shall read:

Three White Flint North Building (3WFN) will be located at 11601 Landsdown Street, Rockville, Maryland 20852, adjacent to OWFN. This new facility will be a 14-story building located between the current White Flint Metro station entrance and the Metro parking garage. The 3WFN building is expected to be occupied in 2012 and will consolidate staff currently residing in EBB, GWB, TWB, and CSB. It will include approximately 360,000 square feet of space and house between 1,300 -1,400 occupants. Current plans for the 3WFN building include a 300 square foot mailroom in the new building.

(2) On page 4, under Section C.I. Task 1: X-Ray scanning, the third paragraph is revised to change the NRC Warehouse location from 5008 Boiling Brook Parkway, Rockville, Maryland 20852, to **4930 Bolling Brook Parkway, Rockville, Maryland 20852**. The revised paragraph shall read:

X-ray scanning is currently accomplished on the P-1 level of the OWFN building but will eventually move to a new offsite facility in NRC warehouse space. The NRC warehouse is located at 4930 Boiling Brook Parkway, Rockville, Maryland 20852. This move will require the contractor to provide staffing to receive, scan, presort, and transport all incoming mail and packages from the offsite facility to the interim building locations and the main mail services center at OWFN for subsequent sorting and distribution to staff in OWFN and TWFN. When the 3WFN building is occupied, mail shall be delivered directly from the warehouse.

The period of performance from June 1, 2011 through November 30, 2012 remains unchanged.

This modification does not obligate any funds. The obligated amount of \$788,083.00 remains unchanged.

The current ceiling amount of the contract of \$791,675.00 remains unchanged.

All other terms and conditions remain the same.