

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES 1 8
2. AMENDMENT/MODIFICATION NO. M0001	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO. OCHCO-15-0212	5. PROJECT NO. (If applicable)
6. ISSUED BY US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001	CODE NRCHQ	7. ADMINISTERED BY (If other than Item 6)	CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) IDONEOUS EDUCATIONAL SERVICES INC ATTN SAVENA ALLEN 8070 GEORGIA AVENUE SUITE 203  SILVER SPRING MD 20910		(x) 9A. AMENDMENT OF SOLICITATION NO.	
CODE 197632826 FACILITY CODE		9B. DATED (SEE ITEM 11)	
		x 10A. MODIFICATION OF CONTRACT/ORDER NO. NRC-HQ-84-15-C-0006/0353/15/503910	
		10B. DATED (SEE ITEM 13) 06/30/2015	

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)  
See Schedule Net Increase: \$24,000.00

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) 52.243-3 Changes

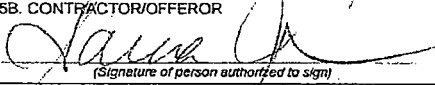
E. IMPORTANT: Contractor  is not.  is required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

IDONEOUS EDUCATIONAL SERVICES INC  
The purpose of this modification will be to add an additional coaching follow up sessions as needed for the SESCO graduates and a other direct cost line item and add an option year which extends the potential period of performance until 07/31/2018. Therefore the Base and All Options amount is increase by \$167,894.91, from \$189,771.88 to \$357,666.79, the Base and Exercised Option amount is increased from \$189,771.88 to \$307,996.00 and the obligated amount is increased by \$24,000.00 from \$189,771.88 to \$213,771.88. The Statement of Work (SOW) and the Price/Cost Schedule is deleted in its entirety and replaced as follows. See additional pages for the SOW and price schedule.

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) Savena J. Allen, President & CEO		16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) DANIEL APP	
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	15C. DATE SIGNED 8/26/15	11	16C. DATE SIGNED 08/26/2015

NSN 7540-01-152-8070  
Previous edition unusable

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

TEMPLATE - ADMIN

SUNSI REVIEW COMPLETE

AUG 31 2015

ADMIN

**CONTINUATION SHEET**

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
 NRC-HQ-84-15-C-0006/0353/15/503910/M0001

PAGE 3 OF 8

NAME OF OFFEROR OR CONTRACTOR  
 IDONEOUS EDUCATIONAL SERVICES INC

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	<p>NEW ACCOUNTING CODE ADDED:                      Account code:                      2015-X0200-FEEBASED-84-84D001-51-N-192-T8468-251E                      BBFY 2015                      EBFY                      Fund X0200                      Funds Source FEEBASED                      YBA                      Office 84                      Division 84D001                      Branch                      Cost Ctr (Job Code) T8468                      Major prog/business 51                      Product Line N                      Product 192                      BOC 251E                      REIM Agreement Num                      REIM Agmt Line Num                      FAIMIS Template Name 84-T8468                      Quantity: 0                      Amount: \$24,000.00                      Percent: 7.79231                      Subject To Funding: N                      Payment Address:</p> <p>Delivery Location Code: NRCHQ                      US NUCLEAR REGULATORY COMMISSION-                      MAIL PROCESSING CENTER                      4930 BOILING BROOK PARKWAY                      ROCKVILLE MD 20852 USA</p> <p>Period of Performance: 09/01/2015 to 02/28/2017</p>				

The following sections are deleted in their entirety and replaced as follows:

**B.2 COST/PRICE SCHEDULE**

Base: 09/01/2015 – 2/28/2017

CLIN	Description	Labor HR Rate	Est number of Hours	Total
0001	Program Manager	[REDACTED]	[REDACTED]	[REDACTED]
0002	Coaches	[REDACTED]	[REDACTED]	[REDACTED]
0003	Editor	[REDACTED]	[REDACTED]	[REDACTED]
0004	ODC	NTE	-----	[REDACTED]
Total				\$307,996.00

Option 1: 03/01/2017 – 07/31/2018

CLIN	Description	Labor HR Rate	Est number of Hours	Total
0001	Program Manager	[REDACTED]	[REDACTED]	[REDACTED]

Total Contract Amount: \$ 357,666.79

**C. STATEMENT OF WORK**

**1. PROJECT TITLE**

SESCDP Executive Core Qualification Package Review and Post CDP Workshop Facilitation: One-on-One Review and Feedback of Senior Executive Service Candidate Development Program (SESCDP) Candidates' SES Executive Core Qualification (ECQ) Office of Personnel Management (OPM) Certification Packages and Post CDP Facilitation

**2. BACKGROUND**

The NRC's SESCO is 18 months long and the class size is 26 competitively-selected non-SES individuals. The typical candidate is a first-line supervisor that has performed exceptionally well in their position and has been recognized by upper management as ready for career advancement.

Before and during the SESCO, candidates all are required to:

- Take a 360 assessment (before the CDP begins)
- Attend a two week orientation as a cadre
- During the orientation, analyze development needs using 360 results and other assessment tools
- During the orientation, develop an executive development plan (EDP)
- Identify and complete a 4 month rotation with their Senior Advisor
- Complete 80 hours of external interagency training
- Complete an individual action learning project
- Complete a group action learning project
- Complete NRC mandatory supervisory courses
- Attend all (and lead one) monthly leadership meetings (opportunities to share experiences and life events that build strong collaborative relationships)

- Keep the NRC's SESCDP Manager current with the status of the reviews and feedback, in order for the NRC PM to update the NRC Executive Resources Board (ERB).
- Provide Post CDP workshop facilitation/coaching at the 6, 12, and possibly 18 month period, based on assessed need for both the SESCDP class that graduated in March 2015 and the current CDP class, that graduates in January 2017.

#### 4. APPLICABLE DOCUMENTS AND STANDARDS

- 5 CFR 4.12 outlines the requirements for a Senior Executive Service Candidate Development Program.
- GPO Style Manual (Government Printing Office Style Manual)  
<http://www.gpo.gov/fdsys/pkg/GPO-STYLEMANUAL-2008/pdf/GPO-STYLEMANUAL-2008.pdf>

#### 5. SPECIFIC TASKS

1. On a monthly basis, the contractor will update the SESCDP manager on the status of the work. This could take the form of a brief phone call or brief e-mail containing a bulleted overview list of monthly accomplishments and issues. The primary purpose is to identify any issues or problems before they become show stoppers. Discussions between the contractor and SESCDP manager about individual candidates will not be in writing.

In addition, the contractor shall provide the SESCDP manager with copies of the feedback e-mails to each candidate, with summary documents attached, in order for the SESCDP manager to monitor the progress of the candidates and evaluate the performance of the contractor. Candidates will be informed that their communications with the contractor may be monitored to assure quality.

Should the SESCDP manager receive one or more complaints from the candidates regarding the quality of a contractor's work, the SESCDP manager will evaluate the issue, which may require, upon NRC's request, that the contracting company replace that specific contractor with another qualified contractor.

The contractor shall apply the Government Printing Office Style Manual, when editing all documents.

2. The contractor needs to be available to each candidate for up to 2 hours for intake interviewing (information gathering) at the start of the initial review session, as well as giving feedback in the ECQs by phone or in person for the length of the contract.
3. The contractor will read, review, edit, provide e-mail feedback, and if needed provide verbal feedback and be available for questions regarding the feedback on each of the review rounds. It is estimated that four reviews (counting the final) will be required.
4. The contractor will provide post-CDP workshop facilitation for the 2015 and 2017 CDP graduates, to ensure that practical application of the ECQs occurs, and to give graduates a chance to further explore and expand their knowledge of leadership.

**7. REQUIRED LABOR CATEGORIES (Except for Information Technology Services)**

NRC will need contractor-provided ECQ coaches who are knowledgeable and experienced in the OPM's ECQs and leadership competencies and who have experience preparing or reviewing qualification packages for SES certification at OPM. The contractor will need to provide high-quality editing of the NRC's documents by qualified personnel, based on knowledge of the GPO Style Manual. Prior SES experience in the Federal Government for the coaches is desirable. The ECQ coaches should have a proven track record of successful certification packages.

**8. GOVERNMENT-FURNISHED PROPERTY**

None

**9. PLACE OF PERFORMANCE**

Work can and should be performed via telephone and at the contractor's site. No travel is necessary for the ECQ coaching portion of this SOW. For the facilitation, there may be one trip for one facilitator to Gettysburg, PA.

**10. PERIOD OF PERFORMANCE**

The period of performance is October 2015 through July 2018.

Note: The current SESCO class is scheduled to begin mid-June 2015, and will complete mid-January 2017. However, it often takes several months after that for packages to be certified.

**11. SECURITY**

There are no security requirements for this SOW.

However, there are privacy requirements. All NRC information provided to the contractor, written and verbal, concerning the NRC employees will be handled confidentially by the contractor. The information cannot be used or shared outside the scope of work under this contract.

**F.1 NRCF030B PERIOD OF PERFORMANCE ALTERNATE**

This contract shall start on 09/01/2015 and expire 02/28/2017, with the option year 1 starting 03/01/2017 and expire on 07/31/2018.