

<b>INTERAGENCY AGREEMENT</b>		1. IAA NO. NRC-HQ-84-16-I-0005/M0001		PAGE OF 1 14	
2. ORDER NO.		3. REQUISITION NO. OCHCO-17-0030		4. SOLICITATION NO.	
5. EFFECTIVE DATE See Block 26c		6. AWARD DATE		7. PERIOD OF PERFORMANCE 09/29/2016 TO 01/31/2018	
8. SERVICING AGENCY PERSONNEL MANAGEMENT U S OFFICE OF ALC: DUNS: 999999999 +4: NA  POC TELEPHONE NO.			9. DELIVER TO US NRC TECHNICAL TRAINING CENTER OSBORNE OFFICE CENTER 5746 MARLIN ROAD SUITE 200 CHATTANOOGA TN 37411-5677 USA		
10. REQUESTING AGENCY HR ALC: DUNS: +4: US NUCLEAR REGULATORY COMMISSION ONE WHITE FLINT NORTH 11555 ROCKVILLE PIKE ROCKVILLE MD 20852-2738  POC TELEPHONE NO.			11. INVOICE OFFICE NRC PAYMENTS NRCPAYMENTSNRCGOV		
12. ISSUING OFFICE US NRC - HQ ACQUISITION MANAGEMENT DIVISION MAIL STOP TWFN-5E03 WASHINGTON DC 20555-0001			13. LEGISLATIVE AUTHORITY Economy Act		
			14. PROJECT ID		
			15. PROJECT TITLE PERFORMANCE FOCUSED L&D CONSULTING		
16. ACCOUNTING DATA See Schedule					
17. ITEM NO.	18. SUPPLIES/SERVICES	19. QUANTITY	20. UNIT	21. UNIT PRICE	22. AMOUNT
	The purpose of this modification is to:  1. Increase the ceiling of the IAA by \$114,933.50;  2. Revise the "NRC Hybrid Learning Strategy". Delete the Statement of work in its entirety and replace;  3. Add new 7600A and 7600B Forms.  Please see the attached for detailed information. Continued ...				
23. PAYMENT PROVISIONS			24. TOTAL AMOUNT \$114,933.50		
25a. SIGNATURE OF GOVERNMENT REPRESENTATIVE (SERVICING) <i>W.D. Harrison</i>			25b. SIGNATURE OF GOVERNMENT REPRESENTATIVE (REQUESTING) <i>Trika EAM</i>		
25c. NAME AND TITLE W.A. HARRISON		25d. DATE 5 Jan 2017	25e. CONTRACTING OFFICER TRIKA EAM		25f. DATE 1/6/2017

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE JAN 13 2017

ADM002

Master IAA: N/A

Change Item 00001 to read as follows (amount shown is the obligated amount):

00001	Blackboard Consulting service through OPM USA Learning conduct an analysis and build a road map and business case for converting NRC qualification programs to competency based education programs  Accounting Info: 2016-X0200-FEEBASED-84-84D003-11-N-157-1084-251B Funded: \$0.00 Accounting Info: 2016-X0200-FEEBASED-84-84D003-17-N-157-1084-251B Funded: \$0.00 Accounting Info: 2017-X0200-FEEBASED-84-84D003-11-N-157-1084-251F Funded: \$114,933.50				114,933.50
-------	--	--	--	--	------------

# NRC Hybrid Learning Strategy

## STATEMENT OF WORK

1. **BACKGROUND:** The NRC has a long history of conducting training and development activities for the purpose of qualifying its technical employees for their job roles. Most technical positions in the agency have either a formal or office qualification program, but none of these has a documented basis. Most of the existing qualifications are based on what groups of managers believed would be important for employees in each role to know. Most of the training offered internally, or through contractors, is focused on things that employees in certain jobs should know. None of these programs is actually based on ensuring "qualified" employees can actually perform on the job. NRC is interested in refocusing its training and qualification programs on performance of job skills rather than accumulation of knowledge. Competency based programs will help to focus on performance outcomes rather than just knowledge. Additionally, NRC has a goal of making learning programs more efficient and effective so is looking to build them in a blended/hybrid style to leverage on-line/distance learning solutions where possible and maximize the value of face-to-face sessions where travel is necessary. NRC is seeking assistance in developing a strategy and process to analyze and re-design technical qualification programs to be more efficient and focused on outcomes, and in convincing senior management of the value in making these changes to traditional programs.
2. **SCOPE:** This is the beginning of what is expected to be a multi-stage project completed over several years. The original scope described here included activity for the first phase only; additional tasks are now being identified. NRC is seeking assistance in analyzing its current technical qualification programs and developing a process for re-designing the qualifications to be delivered in a more efficient hybrid/blended manner. Additionally, NRC needs support in using the results from the analysis and building a business case to justify the changes and a project plan to implement the proposed changes. It is expected that this analysis phase would take approximately 3 to 4 months to complete. Follow on phases to the overall plan will be scoped based on the plan identified in phase one.

NRC has completed a pilot project to develop competency models for certain job roles where potential future skill gaps exist, including the Health Physics Decommissioning Inspector role. These models will provide a basis for the training and qualification program implemented to prepare employees to perform in these roles. The next activity in this process is to modify the existing qualification program to focus on performance of job skills using hybrid learning methods.

3. **APPLICABLE DOCUMENTS:** None.
4. **GOVERNMENT FURNISHED MATERIAL/INFORMATION:** The NRC will provide for access to NRC facilities and to subject matter experts as necessary. Also, NRC will provide all documents, plans, reports, and data relevant to the scope upon

request and coordinate meetings or discussions with relevant staff personnel as needed.

5. CONTRACTOR FURNISHED MATERIAL/INFORMATION: None.

6. SUMMARY OF REQUIREMENTS: The contractor shall conduct the following activities and provide assistance in the following areas:

Phase 1 activities:

- a. Conduct an audit of current NRC qualification programs to gain an understanding of current practices and to identify areas where efficiencies could be gained and effectiveness could be enhanced.
- b. Recommend a more effective and efficient approach to training and development at NRC with a focus on outcomes and performance.
- c. Develop a strategy and roadmap to refocus training and learning activities to be more efficient and effective and more performance outcome oriented.
- d. Assist NRC management in developing a business case for moving to more effective and efficient hybrid/blended outcome focused learning and development programs.
- e. Assist NRC management in developing a communication plan to help introduce this new focus for learning and development activities throughout the agency.

Phase 2 activities will mostly be dependent upon the results of phase one. Initially however, there are a couple of tasks that can be completed based on prior NRC work that will help inform future direction of the overall project. The first of these includes redesigning the qualification program for the Health Physics Decommissioning Inspector role. The new design should ensure that the program will:

- a. Result in the knowledge, skills, and abilities (competencies) an inspector will need to perform in the position,
- b. Include competencies that map to task and assessments,
- c. Avoid gaps, overlaps, and unnecessary content, and
- d. Result in significant cost savings per inspector through a combination of curricular redesign and use of technology.

7. DELIVERABLES: Upon completion of the analysis the contractor shall provide:

Phase 1 deliverables

- a. a summary of the analysis and its findings,
- b. recommendations and a proposed plan to implement,
- c. a business case for transforming NRC's qualification programs, and
- d. a communication plan to assist NRC Training management in.

Phase 2 deliverables

- a. List of competencies required in the Health Physics Decommissioning Role,
- b. Competency and Curriculum analysis,
- c. Competency-based hybrid delivery model.

These products should be delivered to the Director of the Technical Training Center during an in-person briefing at the TTC in Chattanooga, TN and electronically as a pre-brief read-ahead at least three days prior to the briefing.

#### 8. PERIOD OF PERFORMANCE

As indicated on the award form and the 7600B form.

9. PLACE OF PERFORMANCE: The majority of the work will be conducted at the contractor's facility but may include information gathering sessions which would be performed at NRC facilities including the Technical Training Center in Chattanooga, TN and Headquarters complex in Rockville, MD.

#### 10. LIST OF ATTACHMENTS

List all attachments that associated with the statement of objectives

#### 11. QUALITY ASSURANCE SURVEILLANCE PLAN

This portion of the SOW explains to the vendor what the Government's expectations are, how (and how often) deliverables or services will be monitored and evaluated, and incentives that encourage the contractor to exceed the performance standards and that reduce payment or impose other negative incentives when the outputs/outcomes are below the performance standards.

UNITED STATES GOVERNMENT  
 INTERAGENCY AGREEMENT (IAA)  
 Agreement Between Federal Agencies  
 General Terms & Conditions (GT&C) Section



IAA Number NRCHQ8416I0006 M0001  
 GT&C # Order # Amendment # / Mod #

DEPARTMENT AND/OR AGENCY		
1.	Requesting Agency of Products / Services	Servicing Agency Providing Products / Services
Name	Nuclear Regulatory Commission Doug Tharp	Office of Personnel Management Center for Leadership Development
Address	Technical Training Center 5746 Marlin Road, Chattanooga, TN 37411	1900 E Street NW, Rm 4439 Washington, DC 20415
2. Servicing Agency Tracking Number (Optional) : _____		
3. Assisted Acquisition Agreement <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
4. GT&C Action (Check action being taken)		
<input checked="" type="checkbox"/> New		
<input type="checkbox"/> Amendment - Complete only the GT&C blocks being changed and explain the changes being made.		
<input type="checkbox"/> Cancellation - Provide a brief explanation for the IAA cancellation and complete the effective End Date.		
5. Agreement Period Start Date <u>01/09/2017</u> End Date <u>09/30/2018</u> 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		
<input checked="" type="checkbox"/> Yes If Yes, this is an: Annual Renewal <input checked="" type="checkbox"/> Other Renewal <input type="checkbox"/> State the other renewal period: _____		
<input type="checkbox"/> No		
7. Agreement Type (Check One) <input type="checkbox"/> Single Order IAA <input checked="" type="checkbox"/> Multiple Order IAA		
8. Are Advance Payments Allowed for this IAA (Check One) <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
If Yes is checked, enter Requesting Agency's Statutory Authority Title and Citation		
Revolving Fund 5 USC 1304(e)		
Note: Specific advance amounts will be captured on each related order.		

UNITED STATES GOVERNMENT  
 INTERAGENCY AGREEMENT (IAA)  
 Agreement Between Federal Agencies  
 General Terms & Conditions (GT&C) Section



IAA Number NRCHQ841610006 M0001  
 GT&C # Order # Amendment # / Mod #

<b>9. Estimated Agreement Amount</b> (The Servicing Agency completes all information for the estimated agreement amount)	
(Optional for assisted Acquisitions)	
Direct Cost _____ Overhead Fees & Charges _____ Total Estimated Amount _____ \$0.00	Provide a general explanation of the Overhead Fees and Charges
<b>10. STATUTORY AUTHORITY</b>	
<b>a. Requesting Agency's Authority</b> (Check One)	
Franchise Fund <input type="checkbox"/>	Revolving Fund <input checked="" type="checkbox"/>
Working Capital Fund <input type="checkbox"/>	Economy Act (31 U.S.C. 1535 / FAR 17.5) <input type="checkbox"/>
Other Authority <input type="checkbox"/>	
<b>Fill in Statutory Authority Title and Citation</b> for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority Revolving Fund 5 USC 1304(e)	
<b>b. Servicing Agency's Authority</b> (Check One)	
Franchise Fund <input type="checkbox"/>	Revolving Fund <input checked="" type="checkbox"/>
Working Capital Fund <input type="checkbox"/>	Economy Act (31 U.S.C. 1535 / FAR 17.5) <input type="checkbox"/>
Other Authority <input type="checkbox"/>	
<b>Fill in Statutory Authority Title and Citation</b> for Franchise Fund, Revolving Fund, Working Capital Fund, or Other Authority Revolving Fund 5 USC 1304(e)	
<b>11. Requesting Agency's Scope</b> (State and/or List Attachments that support Requesting Agency's Scope.)	
To develop a strategy to move training and development for technical qualification programs to a blended/hybrid model to improve efficiency and effectiveness with a specific focus on performance outcomes.	
<b>12. Roles and Responsibilities for the Requesting Agency and the Servicing Agency</b> (State and/or list attachments for the roles and responsibilities for the Requesting Agency and the Servicing Agency)	
The effective management and use of inter-agency agreements is a shared responsibility of the Requesting Agency and the Servicing Agency. The parties hereby agree to the roles and responsibilities in Attachment 1 - Roles and Responsibilities for the Requesting Agency and Servicing Agency, which are derived from the Checklist in Appendix 1 of Inter-agency Acquisitions, guidance issued by the Office of Federal Procurement Policy.	





UNITED STATES GOVERNMENT  
 INTERAGENCY AGREEMENT (IAA)  
 Agreement Between Federal Agencies  
 General Terms & Conditions (GT&C) Section



IAA Number NRCHQ841610006 M0001  
 GT&C # Order # Amendment # / Mod #

[Empty space for attachments or additional information]

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

**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 as 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	Erika Eam	Willie Harrison
Title	Senior Contracting Officer	Direct, LMS
Telephone Number(s)	(301) 415-8180	(202) 606-0106
Fax Number		
Email Address	Erika.Eam@nrc.gov	willie.harrison@opm.gov
<b>SIGNATURE</b>	Erika A. Eam	
Approval Date		



UNITED STATES GOVERNMENT INTERAGENCY  
 AGREEMENT (IAA)  
 Agreement Between Federal Agencies  
 Order Requirements and Funding Information (Order) Section



IAA Number NRCHQ8416I0006 M0001 Servicing Agency's Agreement  
 GT&C # Order # Amendment # / Mod # Tracking Number (Optional)

28. Order Line / Funding Information										Line Number								
Requesting Agency Funding Information					Servicing Agency Funding Information													
ALC		31-000001								24-000001								
Component	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB	SP	ATA	AID	BPOA	EPOA	A	MAIN	SUB		
TAS (required by 10/1/2014)																		
and/or current TAS format				31X0200					24X4571									
BETC				DISB					COLL									
Object Class Code (Optional)				251B														
BPN				DUNS: 040535809					126536929									
BPN + 4 (Optional)																		
Additional Accounting Classification / Information (Optional)				2017-84-11-N-157-1078														
Requesting Agency Funding Expiration Date									Requesting Agency Funding Cancellation Date									
MM-DD-YYYY									MM-DD-YYYY									
<b>Project Number &amp; Title</b> NRC - Training Re-Design Additional Task FY17																		
<b>Description of Products and/or Service, including the Bona Fide Need for this Order (State or attach a description of products/services, including the Bona Fide need for this Order.)</b> To develop a strategy to move training and development for technical qualification programs to a blended/hybrid model to improve efficiency and effectiveness with a specific focus on performance outcomes.																		
North American Industry Classification System (NCAIS) Number (Optional)																		
<b>Breakdown of Reimbursable Line Costs and/or Breakdown of Assisted Acquisition Line Cost:</b>																		
Unit of Measure							Contract Cost		\$104,485.00									
Quantity		Unit Price		Total			Servicing Fees		\$10,448.50									
				\$0.00			Total Obligated Cost		\$114,933.50									
Overhead Fees and Charges									Advance for Line (-)									
Total Line Amount Obligated				\$0.00					Net Total Cost		\$114,933.50							
Advance Line Amount (-)									Assisted Acquisition Servicing Fees Explanation									
Net Line Amount Due				\$0.00					This funding document has a _10_% fee per OPM/CLD Fee Policy									
<b>Type of Service Requirements</b>																		
<input type="radio"/> Severable Service <input checked="" type="radio"/> Non-Severable Service <input type="radio"/> Not Applicable																		



UNITED STATES GOVERNMENT INTERAGENCY  
AGREEMENT (IAA)

Agreement Between Federal Agencies  
Order Requirements and Funding Information (Order) Section



BUREAU OF THE  
**Fiscal Service**  
LEAD. TRANSFORM. DELIVER.

IAA Number NRCHQ841610006 M0001 Servicing Agency's Agreement  
GT&C # Order # Amendment # / Mod # Tracking Number (Optional)

**35. Funding Clauses / Instructions (Optional)** (State and/or list funding clauses/instructions)  
Subject to the Availability of Funds

**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 Agency
Name	Erika Eam	Willie Harrison
Title	Senior Contracting Officer	Director, LMS
Telephone Number	(301) 415-8180	(202) 606-0106
Fax Number		
Email Address	Erika.Eam@nrc.gov	willie.harrison@opm.gov
<b>SIGNATURE</b>	Erika A. Eam	
Date Signed		

**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	Kevin Jones	Charissa Abarca
Title	Funds Certifying Official	Management Analyst
Telephone Number	(301) 287-0573	(202) 246-3102
Fax Number		
Email Address	Kevin.Jones@nrc.gov	charisse.abarca@opm.gov
<b>SIGNATURE</b>		
Date Signed		

