

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

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

2. AMENDMENT/MODIFICATION NO. M001 3. EFFECTIVE DATE See Block 16C. 4. REQUISITION/PURCHASE REQ. NO. RFP# : HR-12-368 FAIMIS: 123196 5. PROJECT NO. (if applicable)

6. ISSUED BY U.S. Nuclear Regulatory Commission Div. of Contracts Attn: Erika Eam, 301-492-3492 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) MANAGEMENT CONCEPTS, INC. 8230 LEESBURG PIKE STE TYSONS CORNER VA 221822639 9A. AMENDMENT OF SOLICITATION NO. 9B. DATE (SEE ITEM 11) 10A. MODIFICATION OF CONTRACT/ORDER NO. GS02P0010J NRC-HQ-12-F-38-0019 10B. DATED (SEE ITEM 13) 05-18-2012

**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 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#: 2012-84-51-H-192; Job Code: T7488; BOC: 252A Appr. No.: 31X00200; DUNS#: 082355652; NAICS Code: 611430; Amount Obligated: \$78,000.00

**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) FAR 52.212-4 Contract Terms and Conditions-Commercial Items (FEB 2012), (c) Changes X

**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.) The purpose of this modification is to increase the ceiling of the Task Order by \$78,000.00 from \$203,540.00 to \$281,540.00 and incrementally fund the Task Order by the same amount, \$78,000 to support an increase in the Task Order. Please see the attached for detailed information.

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) KATHRYN M. JOHNSON EXEC. DIRECTOR 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 9.11.12 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Erika Eam Contracting Officer 16B. UNITED STATES OF AMERICA BY Erika Eam (Signature of Contracting Officer) 16C. DATE SIGNED 9/13/2012

TEMPLATE - ADM001

SUNSI REVIEW COMPLETE

SEP 14 2012

ADM002

Accordingly, the following specific change is to be made to the Task Order:

1. **S1449, Block 26**, delete in its entirety and replace with the following, "NTE \$281,540.00"
2. **SECTION A.1, PRICE/COST SCHEDULE**, delete in its entirety and replace with the following.

**"A.1 PRICE/COST SCHEDULE**

ITEM NO.	DESCRIPTION OF SUPPLIES/SVCS	QTY UNIT	UNIT PRICE	AMOUNT
1	Instructor			
2	Course Designer/Developer			
3	Project Manager			
4	Communicating with Emotional Intelligence			
5	Civility: Building a Respectful Workplace			
6	Difficult Conversations			
7	Travel			
8	Travel			
GRAND TOTAL ---				\$281,540.00"

3. **SECTION A.2, DELIVERY SCHEDULE**, delete in its entirety and replace with the following.

**"A.2 DELIVERY SCHEDULE**

ITEM NUMBER	QUANTITY	DATE OF DELIVERY
1		August 2012
2		August 2012
3		August 2012
4		March 2013
5		October 2012
6		March 2013
7		March 2013

**4. SECTION A.3, STATEMENT OF WORK, Part 4, DELIVERABLES, 7., delete in its entirety and replace with the following,**

"7. The initial number of sessions is as follows.

- Communicating with Emotional Intelligence (2 days): 8 classes in DC, 7 classes in the regions
- Civility: Building a Respectful Workplace (2 days): 3 classes in DC, 4 classes in the regions
- Difficult Conversations (2 days): 6 classes in DC, 5 classes in the regions"

All other terms and conditions remain the same.

**[End of M001]**