

2. AMENDMENT/MODIFICATION NO. 0010	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO. See Schedule	5. PROJECT NO. (If applicable)
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6. ISSUED BY Office of River Protection U.S. Department of Energy Office of River Protection P.O. Box 450 Richland WA 99352	CODE 00603	7. ADMINISTERED BY (If other than Item 6)
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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) Independent Strategic Management Solutions, Inc. Attn: Shirley J. Olinger 491 Adair Dr Richland WA 99352	(x)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
	x	10A. MODIFICATION OF CONTRACT/ORDER NO. DE-EM0004149
		10B. DATED (SEE ITEM 13) 04/29/2016

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:	\$246,825.00
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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).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: 52.243-3-Changes-Time and Materials or Labor Hours (Sept 2000) & 52.232-22-Limitation of Funds (Apr 1984)
	D. OTHER (Specify type of modification and authority)

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.)
Supplemental agreement for work within scope - see continuation page (s).

Payment:
OR for ORP
U.S. Department of Energy
Oak Ridge Financial Service Center
P.O. Box 6017
Oak Ridge TN 37831
FOB: Destination
Period of Performance: 04/29/2016 to 04/27/2018

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)	16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) David A. Gallegos
15B. CONTRACTOR/OFFEROR <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED
	16B. UNITED STATES OF AMERICA <i>(Signature of Contracting Officer)</i>
	16C. DATE SIGNED

Purpose of Modification

The purpose of this modification is to: 1) add incremental funds to this contract; and 2) update Section H, *Special Contract Requirements*.

Description of Modification:

1. Under the authority of Contract Clause, 52.232-22, Limitation of funds (April 1984), \$246,825.00 is obligated to contract DE-EM0004149 under requisition number 18EM003202 and 18EM003163, increasing the total funding amount from \$2,940,710.60 to \$3,187,535.60.
2. Section H, SPECIAL CONTRACT REQUIREMENTS, is hereby amended by adding the following H clauses to the contract:

H. 20 ORP SPECIFIC ATTENDANCE DIRECTIVE FOR CONTRACTOR EMPLOYEES IN FEDERALLY OWNED FACILITIES

- a) Contractor employees attending ORP All-Hands Meetings, training sessions or other government-sponsored functions or activities, unless specifically approved in advance by the Contracting Officer and the ORP Task Monitor, may not charge any time for these and similar activities and the Contractor may not request payment for employee time spent on these and similar activities described herein. Contractor is to provide specific guidelines or policies to their non-federal work force employees in alignment and compliance to ORP's directives.
- b) Contractor employees may not conduct work on any designated Federal Holiday or on any weekend day and must refer to the Contractor's guidelines for instructions.
- c) Contractor employees may not report to federally owned facilities during periods of unplanned Site closures on normal working days due to inclement weather or facility conditions, and shall not report to work. Information regarding unplanned Site closures is distributed through the Hanford Hotline (509-376-9999), e-mail notifications, and web-site updates.
- d) Contractor is responsible to alert his employees of conditions stated in this Section H and shall assure that each Contractor employee will be trained, informed and will agree to comply with these directives.

H. 21 DEPARTMENT OF ENERGY AD HOC OR SITUATIONAL TELEWORK DIRECTIVES

- (a) The Federal telework program and policies do not cover Federal Contractors and their employees. However, this does not prohibit and should not prevent Contractor employees from teleworking as appropriate. This provision authorizes telework in the event of hazardous road conditions during winter months, office moves, Continuity of Operations (COOP) exercises, emergency or other similar circumstances, as warranted.
- (b) Telework arrangements shall be negotiated with the Contractor employee's own employer, with the ORP Technical Monitor and the Contracting Officer so policies and procedures are in agreement with all parties. Contractor shall have the final decision making authority.
- (c) Telework agreements must be coordinated on a task by task basis as needed. Teleworking must be approved by the Contracting Officer. A report of telework activities shall be submitted by the Contractor employee to the ORP Task Monitor for each day telework is performed. The ORP Task Monitor shall keep all records and provide to the Contracting Officer and/or the Contracting Officer Representative (COR), if requested at any time.
- (d) Contractor shall assure each Contractor employee will be trained, informed and will agree to comply with these directives.

H. 22 DEPARTMENT OF ENERGY CYBER SECURITY PROGRAM

As applicable, in the performance of this Contract the Contractor and/or subcontractor shall comply with requirements stated in applicable sections of U.S. Department of Energy DOE Order 205.1B (Department of Energy Cyber Security Program) (Chg 3 dated 4-29-2014), as periodically updated.

- (a) DOE information and information systems must be protected in a manner commensurate with impact to mission, national security, risk and magnitude of harm. (Sec. 4)
- (b) The Contractor must establish a process to ensure that users acknowledge and consent to site privacy and monitoring policies. (Attachment Contractor Requirements Document, Sec. 6)