

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE J	PAGE OF PAGES 1 3	
2. AMENDMENT/MODIFICATION NO. P00002	3. EFFECTIVE DATE 12-May-2014	4. REQUISITION/PURCHASE REQ. NO. 0010442692		5. PROJECT NO.(If applicable)	
6. ISSUED BY INSTAL & VEHICLE SUP CONTRACTING DIV 6501 E. 11 MILE ROAD WARREN MI 48397-5000	CODE W56HZV	7. ADMINISTERED BY (If other than item 6) INSTAL & VEHICLE SUP CONTRACTING DIV MAJ MICHAEL R. STOCK CCTA-HDC-D/MS 350 MICHAEL.R.STOCK2.MIL@MAIL.MIL WARREN MI 48437-5000		CODE W56HZV	
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code) NATIONAL INSTITUTE OF TRANSITION PLANNIN NANCY LILJA 51 MONROE ST STE 1900 ROCKVILLE MD 20850-2429			9A. AMENDMENT OF SOLICITATION NO.		
			9B. DATED (SEE ITEM 11)		
			X	10A. MOD. OF CONTRACT/ORDER NO. W56HZV-14-F-A010	
			X	10B. DATED (SEE ITEM 13) 26-Dec-2013	
CODE OUVZ8	FACILITY CODE				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offer 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)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
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: Mutual agreement of all parties.					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) Modification Control Number: stockm14456 The purpose of this modification P00002 to contract W56HZV-14-F-A010 is to: 1. Modify the Performance Work Statement (PWS) to reflect the updated schedule. 2. There are no other changes as a result of this modification. All other terms and conditions remain the same.					
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) JEFFREY B. YEAGER / CONTRACTING OFFICER TEL: 586-282-9699 EMAIL: jeffrey.b.yeager2.civ@mail.mil		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY <i>Jeffrey B. Yeager</i>	16C. DATE SIGNED 12-May-2014	
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 1449 - CONTINUATION SHEET

The following have been modified:

PWS

PERFORMANCE WORK STATEMENT (PWS)

1. **TITLE** – CSRS and FERS Pre-Retirement Seminars with Financial and Tax Planning
2. **GENERAL** – CSRS and FERS Pre-Retirement Seminars are required to inform retirement eligible
3. **OBJECTIVE** – To insure TACOM Life Cycle Management Command (LCMC) employees in both CSRS and FERS Retirement Systems have the knowledge needed to make an conscientious decision on retirement and financial planning.
4. **SPECIFIC TASKS** – Training of CSRS and FERS Retirement employees at TACOM Warren.
5. **REPORTING REQUIREMENTS** – None.
6. **QUALIFICATION REQUIREMENTS** – The Contractor performing under this statement of work shall have detailed experience in presenting Federal Benefits (both CSRS and FERS Retirement Systems) and Financial/Tax planning. Federal Benefits topics must include: Disability, Creditable Service, Annual and Sick Leave, Annuity Calculation, COLA's, Survivor Benefits, Medicare, Federal Employee Government Life Insurance, Federal Employee Health Benefits, Social Security, Thrift Savings Plan (contributions, different Funds, determining allocations and withdrawing) and long-term care goals. Financial and Tax Planning topics must include: establishing financial goals, setting retirement goals, budgeting, debt management, IRAs, investments, funding college education, estate planning (power of attorney, health care, trusts). Must be a certified Financial Planner with Government experience/ in-depth knowledge in financials.
7. **PLACE AND PERIOD OF PERFORMANCE, WORK DAYS, AND TRAVEL** –
 - a. Place of Performance. US Army TACOM Detroit Arsenal Auditorium, 6501 E. 11 Mile Road, Warren, MI 48397.
 - b. Period of Performance. 0800-1530 per day.
 - c. Estimated Work Days. 8-9 January 2014, 24-25 February 2014, 10-11 March 2014, 09-12 June 2014, 27-28 August 2014, and 8-11 September 2014.
 - d. Estimated Travel. N/A.
8. **RESTRICTIONS & SPECIAL REQUIREMENTS** – Must have knowledge and experience in the government and meet all qualifications stated previously.
9. **SECURITY** – This order is unclassified. Contractor personnel will not require access to the Local Area Network. Contractor personnel must meet all requirements to gain access to the Arsenal and a US citizen.
- 9.2. **GOVERNMENT FACILITIES**: All Contractor personnel shall comply with Army/DoD facility requirements for vehicle inspection and personnel identification badges before being allowed access to facilities.

10. **RELEASE/REMOVAL OF DOCUMENTATION:** The Contractor shall not release or remove system documentation, data, or reports generated by or through use of any Government systems. All requests for information shall be forwarded to the Contracting Officer.

12. **HUMAN SUBJECTS & ANIMAL USE** – No human subjects or animals are to be used during this effort.

(End of Summary of Changes)