

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

OF PAGES

1

8

2. AMENDMENT/MODIFICATION NO.

1

3. EFFECTIVE DATE

January 6, 2011

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. (If applicable)

6. ISSUED BY

CODE

US Agency for International Development
Office of Acquisition and Assistance
M/OAA/DCHA/AFP, SA-44
1300 Pennsylvania NW
Washington DC 20523

7. ADMINISTERED BY (If other than Item 6)

CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)

To all Offerors/Bidders

(X)

9A. AMENDMENT OF SOLICITATION NO.

SOL-OAA-10-000039

9B. DATED (SEE ITEM 11)

12-03-2010

10A. MODIFICATION OF CONTRACT/ORDER NO.

10B. DATED (SEE ITEM 13)

CODE

FACILITY CODE

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 1 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).

C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:

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.)

The purpose of this amendment is to: 1) Revise the solicitation to include revisions as stated in question responses and 2) Revise the delivery instructions and Contract Specialist contact information.

(Refer to continuation pages for changes to the RFP)

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)

Sallie McElrath
Contracting Officer

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

BY

Sallie McElrath
(Signature of Contracting Officer)

16C. DATE SIGNED

01/06/2011

(Signature of person authorized to sign)

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT
CONTINUATION PAGE**

The solicitation is modified as follows:

- 1) Section F.3, "Reports, Deliverables or Outputs":
DELETE "In addition to the requirements set forth for submission of reports in Sections I and J and in Section F.11..." and REPLACE with "In addition to the requirements set forth for submission of reports in Section I and J and in Sections F.8 and F.9..."
- 2) Sections L.7 and L.8 are DELETED in their entirety and REPLACED with the following:

L.7 DELIVERY INSTRUCTIONS

(a) Proposals submitted in response to this RFP will be received in the following manner: hardcopy only. Facsimile or electronic proposal submissions will not be accepted. Questions in response to this solicitation must be received in writing via e-mail only to Michele Sharpe at msharpe@usaid.gov no later than December 16, 2010, 11:00am EDT.

(b) **Closing Date and Time.** All proposals in response to this RFP shall be due at the below address, not later than January 26, 2011, 11:00 am EDT.

(c) The information requested below must be placed in sealed envelopes clearly marked on the outside with the following information:

RFP No.: SOL-OAA-10-000039

Title: Famine Early Warning System Network Management and Technical Services

Technical and Cost/Business Proposals must be kept separate from each other. Technical Proposals must not make reference to pricing data in order that the technical evaluation may be made strictly on the basis of technical merit.

(d) **Number of copies.** An original and five (5) copies of the Technical Proposal are required. An original and two (2) copies of the Cost/Business Proposal are required. In addition to the hard copies of your proposals, include one (1) copy in Compact Disc (CD) format in the original version of the Technical Proposal and Cost/Business Proposal.

(e) **Mailing Addresses.** Proposals shall be delivered to the following addresses:

If sent via U.S. Postal
Service or via Courier:

Michele Sharpe
USAID Office of Acquisition
& Assistance
M/OAA/GRO, Rm 506-D, SA-44
1300 Pennsylvania Ave., NW
Washington, D.C. 20523

If delivered via hand-carry:

Michele Sharpe
USAID Office of Acquisition &
Assistance
SA-44 Room Number 506-D
Federal Center Plaza
301 C Street, SW
Washington, D.C. 20024

L.8 DELIVERIES TO 1300 PENNSYLVANIA AVENUE LOADING DOCKS

(a) ALL offerors/applicants delivering proposals/applications through all carriers (e.g., USPS, UPS, or FedEx) (not including individual hand delivery by the firm/organization) must complete a Freight Delivery Request Form available online at: <http://inside.usaid.gov/forms/a519-1.doc> and provide it to the contract/agreement specialist 72 hours in advance of delivery via facsimile. The facsimile number is 202-216-3132. The contract/agreement specialist or his designee will forward the form to Bureau of Management, Office of Administrative Services, Consolidation, Property, and Services Division (M/AS/FMD), Ronald Reagan Building & International Trade Center (ITC) Loading Dock Manager. Once a USAID loading dock representative accepts the delivery, this will be considered the actual time of USAID's acceptance.

(b) USAID delivery hours at 1300 Pennsylvania Avenue in the RRB are from 9:00 a.m. to 3:00 p.m., Monday through Friday. Deliveries to be made before 9:00 a.m. and after 3:00 p.m. must receive prior approval from M/AS/FMD.

(c) Advance notice of 72 hours must be given for all deliveries to the RRB. The freight company must fill out the Freight Delivery Request Form and then the customer must sign it and forward it to the M/AS/FMD. GSA controls deliveries to the RRB and will not accept unscheduled deliveries. Deliveries through the ground-level doors, on either the 13th Street, the 13 1/2 Street, or the 14th Street, are strictly prohibited and will be turned away.

(d) All vendors must report to 12TH and C Street S.W., Washington, D.C., for security scanning prior to reporting to the RRB. After the scanning is completed, the vendor has 30 minutes to report to the RRB.

(e) The Loading Dock entrance is located at the 14th Street, South entrance to the RRB. The security guard will check for a valid state driver's license or commercial driver's license (CDL), vehicle registration card, and Bill of Lading/Manifest and will inspect the vehicle for security purposes.

(f) Vendors making repeat daily deliveries (such as United Parcel Services (UPS), Federal Express (FedEx), and the U.S. Postal Service) must submit an annual roster with the required information to M/AS/FMD for the primary and alternate driver. Any changes to this roster must be immediately reported to M/AS/FMD.

(g) Preferred truck size is 53 feet from bumper to bumper. If a larger truck is needed, the maximum trailer size is 45 feet, and the cab has to be parked in

another bay. Arrangements must be made in advance with M/AS/FMD to ensure that a bay will be available to park the cab during off-loading.

(h) Vendors and/or clients must mark at least two sides of all deliveries (see information below). The following information must appear on the package/packing slip:

AGENCY: U.S. Agency for International Development
 NAME: Michele Sharpe
 ADDRESS: M/OAA/GRO, Rm. 506-D, SA-44
 1300 Pennsylvania Ave, NW
 Washington, D.C. 20523
 OAA PHONE: 202-567-5098

(i) The driver is responsible for ensuring that all goods and materials are scanned through the loading dock X-ray machine. The driver must provide hand trucks, pallet jacks, or any other equipment needed to unload the delivery.

(j) After the goods have been inspected and approved by the GSA Dock Guards, the USAID Designated Receiving Agent will deliver them to the customer for USAID.

HAND CARRIED DELIVERIES BY FIRM/ORGANIZATION TO FEDERAL CENTER PLAZA 301 C STREET, SW

If the offeror/applicant elects to hand-deliver the proposal, USAID advises the offeror/applicant that should security requirements at the Federal Center Plaza result in the proposal not reaching the designated office or being accepted by the contracting/agreement officer or his/her representative by the closing time for proposal submission in L.7, the proposal/application may be determined to be "late" and USAID has the discretion in accordance with applicable rules not to consider the offeror/applicant for award. Building security has the discretion to decide whether or not to allow the hand carrier into the building. Once in the Federal Center Plaza 301 C Street lobby, the firm/organization must contact the Contract/Agreement Specialist as listed. Only packages/boxes hand-carried (suggest having the box unsealed and open to expedite clearance) may be delivered through this entrance. After meeting the OAA staff member in the lobby, the individual representative of the offeror/applicant must go through security as would any visitor, and the OAA staff member will then take possession of the proposal after the visitor has been processed through security.

- 3) Section L.9.2, "Personnel Information": DELETE "IDIQ Management Point of Contact" and REPLACE with "IDIQ Contract Manager."
- 4) Section M.3.2, "Personnel Information," paragraph (1): DELETE "IDIQ Management Point of Contact" and REPLACE with "IDIQ Contract Manager."
- 5) DELETE in its entirety the paragraph under Section H.7, "Authorized Geographic Code" and REPLACE with the following:

"The authorized geographic code is 935 for goods and services for the African field offices that utilize

Development Assistance Funds for Africa. The authorized geographic code for procurement of goods and services for all other non-African offices is 000."

- 6) Section L.9, "Instructions for the Preparation of the Technical Proposal":

DELETE "twenty (20) pages" and REPLACE with "twenty-five (25) pages".

DELETE "Information submitted over 20 pages will not be evaluated" and REPLACE with "Information submitted over 25 pages will not be evaluated."

DELETE "A page in the technical proposal, which contains a table, chart, graph, etc., not otherwise excluded below, is subject to the 20 page limitation" and REPLACE with "A page in the technical proposal, which contains a table, chart, graph, etc., not otherwise excluded below, is subject to the 25 page limitation."

REVISE the list of items not included in the page limitation to include "Organizational Charts."

- 7) Section L.9.4, Past Performance, paragraph(b), section (ii) is REVISED to read as follows: "To supplement the narrative summary in (i), provide with your summary a copy of 15 of the most recent SF 294 "Subcontracting Report for Individual Contracts..."

- 8) Section L.9.4, Past Performance, paragraph (a) is DELETED in its entirety and REPLACED with the following:

"The offeror must provide past performance references for itself and each major subcontractor (those subcontractors whose proposed costs exceed \$1,000,000). This past performance information must be submitted in accordance with the following."

- 9) Section L.9.4, Past Performance, paragraph (a), section (i) DELETE "Attachment J.5" and REPLACE with "Attachment J.6"

- 10) Attachment J.7, Task Order 0001 Cost Proposal and Evaluation Matrix, Task Order 0001 Field Costs, paragraph (a), "Field Personnel" DELETE in its entirety and REPLACE with the following:

"Field Personnel (plug dollar amount is \$5,700,000 for Year 1 and \$5,800,000 for Year 2) - includes only labor for office-presence staff, and one full-time remote monitoring representative."

11) Attachment J.7, Task Order 0001 Cost Proposal and Evaluation Matrix, Task Order 0001 Field Costs, paragraph (c), "Field Other Direct Costs" DELETE in its entirety and REPLACE with the following:

"Field Other Direct Costs (plug dollar amount is \$3,000,000 for Year 1 and \$3,000,000 for Year 2) - costs to lease, maintain, and operate FEWS Net presence offices (includes vehicles, hardware, software, office furniture, and equipment)."

12) Attachment J.7, Task Order 0001 Cost Proposal and Evaluation Matrix, Task Order 0001 Cost Proposal Matrix is DELETED in its entirety and REPLACED with the following:

TASK ORDER 0001 COST PROPOSAL MATRIX

NON-FIELD COSTS

	<u>Year 1</u>	<u>Year 2</u>
A. Labor - Non-Field	\$ _____	\$ _____
B. Fringe Benefits for Non-Field:	\$ _____	\$ _____
C. Non-Field Other Direct Costs (other than travel below)	\$ _____	\$ _____
D. Travel	\$ "140,000"	\$ "143,000"

Indirect Costs

E. Indirect costs for Line A	\$ _____	\$ _____
F. Indirect Costs for Line B	\$ _____	\$ _____
G. Indirect Costs for Line C	\$ _____	\$ _____
H. Indirect Costs for Line D	\$ _____	\$ _____

FIELD COSTS

I.	Personnel Salaries (Reference Attachment J.8, Section C.1.4, Table 1):	\$"5,700,000"	\$"5,800,000"
J.	Other Professional Personnel Salaries:	\$ _____	\$ _____
K.	Travel	\$"1,300,000"	\$"1,300,000"
L.	Other Direct Costs:	\$"3,000,000"	\$"3,000,000"

Indirect Costs

M.	Indirect Costs for Line I:	\$ _____	\$ _____
N.	Indirect Costs for Line J:	\$ _____	\$ _____
O.	Indirect Costs for Line K:	\$ _____	\$ _____
P.	Indirect Costs for Line L:	\$ _____	\$ _____
	Total Estimated Cost:	\$ _____	\$ _____
	Fixed Fee:	\$ _____	\$ _____
	Total Cost Plus Fixed Fee:	\$ _____	\$ _____
	Illustrative TO 0001 BUDGET (by Yr):	\$ _____	\$ _____
	Illustrative TO 0001 BUDGET (2 Year Total):		\$ _____

13) Attachment J.8, "Task Order 0001," Section B.2, "Task Order Type" is REVISED to include the following:

"The authorized geographic code is 935 for goods and services for the African field offices that utilize Development Assistance Funds for Africa. The authorized geographic code for procurement of goods and services for all other non-African offices is 000."

14) Attachment J.8, "Task Order 0001," Section C.1.4, "Offices, Personnel, and Functions", paragraph entitled "Washington D.C. Based Office," is revised to read as follows:

FROM: "Beyond key personnel positions (see C.3)..."
 TO: "Beyond key personnel positions (see C.4)..."

