

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE S	PAGE OF PAGES 1 4
2. AMENDMENT/MODIFICATION NO. 0003	3. EFFECTIVE DATE 25-Aug-2011	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY USA MED RESEARCH ACQ ACTIVITY 820 CHANDLER ST FORT DETRICK MD 21702-5014	CODE W81XWH	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. W81XWH-11-R-0354	
		X	9B. DATED (SEE ITEM 11) 12-Aug-2011	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" 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 checked="" 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).				
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:				
D. OTHER (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> 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 answer a question regarding hand delivery of proposals.				
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)		
		TEL:	EMAIL:	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA		16C. DATE SIGNED
_____ (Signature of person authorized to sign)		BY _____ (Signature of Contracting Officer)		25-Aug-2011

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

SECTION SF 30 - BLOCK 14 CONTINUATION PAGE

The following have been modified:

QUESTIONS/ANSWERS

<p>Question: Is this a new requirement or is there incumbent? If there is, who is the incumbent and are they eligible to bid the new contract as a Service-Disabled Veteran-Owned company? Answer: The current incumbent is Macaulay-Brown, which is a large business concern. The incumbent is NOT eligible to re-compete for this requirement</p>
<p>Question: Is the client satisfied with the incumbent? Answer: This question is not relevant to the solicitation.</p>
<p>Question: What is the desired solution for the requirement? Answer: Please refer to the requirements in the solicitation and the PWS.</p>
<p>Question: What are the immediate pains of the client? Answer: The Government's requirements are listed in the solicitation.</p>
<p>Question: Is there new technology needed for this requirement? Answer: All needs for this requirement are as stated in the Performance Work Statement and Solicitation.</p>
<p>Question: What are the hot buttons for the client? Answer: Please refer to the requirements in the solicitation.</p>
<p>Question: What is the budget for this requirement? Answer: The Independent Government Cost Estimate (IGCE) is not releasable.</p>
<p>Question: Should the pricing be based on the historical FTE'S? Answer: No. Pricing should be based on the offeror's proposal to meet the requirements of the solicitation.</p>
<p>Question: Is this PWS the same as the PWS being performed on the current contract? Answer: The PWS provided in the solicitation is the Government's current requirement.</p>
<p>Question: Will the government provide the prospective contractors with a list and/or number of personnel on the existing contract by position? Answer: This is performance based and the offeror is responsible to provide the appropriate personnel based on their business strategy, to meet the requirements of the PWS.</p>
<p>Question: Why is there no site visit scheduled? Will the government allow contractors to visit the site and perform a site walk-through? Answer: The Government has determined that a site visit is not required for this solicitation.</p>
<p>Question: What is the anticipated time period between award of the contract and the start of contract performance? Answer: It is anticipated that the contract will be awarded on or around 23 September 2011, with a start date of NLT 26 September 2011.</p>
<p>Consistent with paragraph 1.2.2.5 and 1.2.2.7, the contractor is required to provide training services to personnel. Section C3 – Government and Contractor Furnished Property and Services does not list training space. Question: Will space be made available for training on site for contractor personnel training? Answer: The offeror is responsible to provide trained personnel and update training, as appropriate. This training shall be provided outside of performance duty hours.</p>
<p>Paragraph 5.1.1 Program Manager-Key Personnel lists the historical hours as 192. Question: Is this a part-time position or is there a correction to the number of hours required? Answer: This historical hours listed for this position are correct.</p>
<p>Question: Who will be support staff for key personnel? Answer: "Key personnel" are employees of the offeror, whom the offeror has designated as key personnel in order to meet the requirements of the proposal. Therefore, key</p>

<p>personnel are supported by the offeror.</p>
<p>According to Paragraph 2. Of the RFQ letter (Attachment 1), it states that the proposal can be submitted by Email or mail. Page 67 of the solicitation, however, says hard copies are required. Question: Could you please clarify that all volumes can be delivered via email? Answer: Volumes may NOT be submitted via email. Electronic copies (via CD-ROM) and hard copies, as outlined on page 52 of the original solicitation, must be mailed to the address provided.</p>
<p>A minimum amount of \$25,000 is provided for CLIN 0002 only. Question: Is the \$25,000 meant to be the minimum amount applicable to each CLIN? Should offerors use the minimum amount of \$25,000 as an ODC plug number for the base and all option years for all CLINs? Answer: The Government estimate for the travel CLIN is NTE \$25,000 each year.</p>
<p>The Personnel Qualifications evaluation approach requires the following experience for this contract: “experience in general and research operations, regulated studies procedures, product development experience, and publication record.” This experience requirement does not seem relevant to the requirements for this contract. Question: Will the Government modify the evaluation criteria as follows: “including relevant experience in administrative, financial, human resources, or logistics support functions”? Answer: The Personnel Qualifications evaluation approach is corrected to read, “Personnel Qualification: Competency and likely effectiveness of the offeror’s personnel as determined by education and relevant experience, including relevant experience in general and research operations, as spelled out in the General Services Support Labor Categories attachment. Key personnel resumes will be evaluated based on the relevance of the individual’s education and experience relative to the PWS.”</p>
<p>Cover Letter states the POP as Oct 1, 2011-Sept 31, 2012; Section B states the POP as: Sept 26, 2011-Sept 25, 2012. Question: Please clarify which POP will be used. Answer: The anticipated POP will be 26 September 2011 – 25 September 2012.</p>
<p>Question: Assuming this is standalone procurement, should the requirement to submit a FSS/GSS schedule be deleted? Answer: Yes, this is a standalone procurement. There is NO requirement to submit a FSS/GSS schedule.</p>
<p>Pages 35 – 37 of the solicitation list the historically used labor categories and designate the five categories of Program Manager, Team Leader, Financial/Budget Analyst, Program Management and Budget Analyst, and Human Resources/Personnel Support as Key Personnel. However, Page 39 of the solicitation states that Key Personnel are “To Be Determined (based on successful offerors proposal)” Question: Would the Government please clarify which categories are designated as key personnel? Answer: The information in the solicitation regarding key personnel is historical information. The Government anticipates the Program Manager to be key personnel. However, based on the offeror’s business model, the offeror is responsible for determining who they consider to be key personnel in order to meet the requirements of the solicitation.</p>
<p>Page 70 of the solicitation states that “Pricing shall be provided for individual labor categories and incorporated into Table 15.2.” Question: Will the Government please provide Table 15.2? Answer: The offeror can develop a table based on information provided in FAR 15.408 (Table 15.2 Instructions).</p>
<p>According to Pg. 68 of the solicitation, Volume II is comprised of “Past Performance/Performance Risk & Subcontracting Plan.” However, on Pg. 67 only the Past Performance/Performance Risk component is listed in Volume II. Question: Will the Government please clarify whether a Subcontracting plan is required for this Service-Disabled Veteran-Owned Small Business solicitation? Answer: A subcontracting plan is not required for this solicitation. However, small business participation is included as a part of each offeror’s evaluation. Please see information provided regarding small business participation.</p>
<p>Question: Would the Government consider extending the proposal due date? Answer: No, the proposal due date cannot be extended.</p>
<p>The historical labor categories listed on pages 35-37 of the solicitation do not include the Attachment Four historical labor category of Legislative and Defense Committee Process Support. Question: Would the Government please clarify whether the Legislative and Defense Committee Process is a historical labor category? Answer: The Legislative and Defense Committee Process is a historical labor category. The historical level of effort for this position is 652.8 hours and the minimum qualifications are provided.</p>
<p>On Page 36 of the solicitation the Historical Hours associated with the General Administrator category are listed as 5760. However, on Attachment Four the General Administrator Historical Hours are listed as 7680. Question: Would the Government please clarify the General Administrator Historical Hours? Answer: The correct General Administrator historical hours should read as 7680 hrs.</p>
<p>Question: Which of the labor categories are considered Service Contract Act positions? Answer: It is the offeror’s</p>

responsibility to determine which of their proposed positions fit under the Department of Labor's Wage Determination, and which are exempt.
Question: What was the total amount awarded for the current contract and for what time period? Answer: The current value of this contract is \$4,567,095.62 with a POP of 4/1/2009 – 9/30/2011.
Question: Will the government consider allowing resumes to be placed in an appendix to the proposal instead of the Technical Proposal so as not to count against page count? Answer: Resumes may be placed in an appendix and are not counted in the page count for the Technical and Past Performance proposals.
Question: Will the government consider omitting the Draft QCP, OCI, and Recruitment/Retention Plans from the Technical Proposal page count and allow bidders to place these documents in appendices to the Technical Proposal? Answer: The Draft QCP and Recruitment/Retention Plans may be placed in an appendix and are not counted in the page count for the Technical proposal.
Question: Are the table of contents, compliance matrix (if used), and the required acronym list included in the 50-page limitation on the Technical Proposal? Answer: No, the tables of contents, compliance matrix (if used), and the required acronym list are not counted in the page count for the Technical or Past Performance proposal.
The solicitation refers to the following, of which none are attached to the solicitation: Exhibit B, Attachment 1 PAST PERFORMANCE, Attachment 2- WAGE DETERMINATION, Attachment 3 – QASP, Attachment 4 - LABOR RATES. Question: Where can these documents be found? Answer: These documents can be found in FEDBIZOPS, and on our website located at https://www.usamraa.army.mil/ .
Question: Do you know if there is an expected ceiling value for this program? Answer: Please refer to the Ceiling Clause, located on page 47 of the solicitation.
Question: Will there be a Bidder's Conference, or has one already been conducted? If so, are there Minutes available? Answer: No Bidder's Conference was conducted, or is planned.
Within the Government's Response to a previous question, it indicates. "Electronic copies (via CD-ROM) and hard copies, as outlined on page 52 of the original solicitation, must be mailed to the address provided." Question: Is there any way the Government would consider allowing bidders to hand deliver the proposal documents to your offices on Monday by the same deadline so as to allow the weekend for us to complete our proposal? Answer: The electronic copies (CD ROM) and hard copies of the offeror's proposal may be hand delivered to 820 Chandler Street, Fort Detrick, MD 21702, by the closing date and time stated in the solicitation.

(End of Summary of Changes)