



MAR 13 2001

NOTICE TO ALL OFFERORS:

REFERENCE: RFP-DCS-01-14  
Amendment No. 1

Additional information has been requested by prospective offerors and it has been determined by the Contracting Officer that this information be made available to all bidders. The information is provided in the attached SF-30. The closing date for the above-referenced Request for Proposal is **2:00 PM, March 28, 2001** local time.

*Keith A. Bond*

KEITH A. BOND  
Contracting Officer

Attachments

2. AMENDMENT/MODIFICATION NO. 1	3. EFFECTIVE DATE 3-13-2001	4. REQUISITION/PURCHASE REQ. NO. 00-1476/VRM	5. PROJECT NO. (If applicable)
6. ISSUED BY U.S. Department of Labor, ETA/OGCM Division of Contract Services 200 Constitution Avenue, NW Room S-4203 Washington DC 20210		7. ADMINISTERED BY (If other than Item 6) U.S. Department of Labor, ETA 200 Constitution Avenue, N.W. Room S-4203 Washington DC 20210	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  To all Offerors/Bidders	(X)	9A. AMENDMENT OF SOLICITATION NO. RFP-DCS-01-14
	X	9B. DATED (SEE ITEM 11) 02-21-2001
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)

**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 0 copies of the amendment; (b) By acknowledging receipt of this amendment of 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.**

(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)

**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 DUE DATE FOR THIS SOLICITATION REMAINS 2:00 PM, 3-28-2001.

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) Keith A. Bond Contracting Officer
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED
	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)
	16C. DATE SIGNED

14. RESPONSES TO TECHNICAL QUESTIONS

1.) Can offerors have access to the findings from the preliminary work that set the stage for this project, including those mentioned in the RFP: (1) the stakeholder information gathered by the Quality Work sub-committee of the Federal Committee on Registered Apprenticeship (FCRA), the National Association of State and Territorial Apprenticeship Directors (NASTAD), and the four Apprenticeship Impact Forums; and (2) the April 2000 report by Coffey Communications, LLC entitled "Apprenticeship Impact Projects"?

1a. Yes. The FCRA Quality Work sub-committee report and the Coffey Communication Report are available for all who request it and the latter will be soon be available on the OATELS our website: [www.doleta.gov/atels\\_bat](http://www.doleta.gov/atels_bat)

2) What is critical challenge #6, only five are mentioned in Section C.1 paragraph 2?

2a. Streamlining Registration and Related Processes

3) Are copies of the April 2000 Coffey Communications Report available for viewing?

3a. Copies will be made upon request and will be soon be available on the OATELS website: [www.doleta.gov/atels\\_bat](http://www.doleta.gov/atels_bat) .

4) Where can specific information on the Apprentice system be found?

4a. On the OATELS website: [www.doleta.gov/atels\\_bat](http://www.doleta.gov/atels_bat) and the OATELS brochure entitled: "Registered Apprenticeship: Building a Skilled Workforce in the 21st Century".

5) What documents are available for public viewing, without forwarding (a) request through the FOIA channels?

5a. On the OATELS website: [www.doleta.gov/atels\\_bat](http://www.doleta.gov/atels_bat) and the OATELS brochure entitled: "Registered Apprenticeship: Building a Skilled Workforce in the 21st Century".

6) In regards to the key personnel description of the BAT/AATELS Continuous Improvement Initiative solicitation. Is it necessary and why is it necessary for the Project Manager to have a Graduate Degree? If the candidate has a Bachelor Degree and hands on experience would that person be eligible for the position of Project Manager?

6a. Yes, because the Program Office feels that a project of this magnitude requires a Project Manager with the discipline and initiative of someone who has a independently verifiable credential that a professional (graduate) degree would represent. It should

be noted that the person, in addition to a graduate degree must also have "relevant experience in managing a project of this level of complexity". Someone with only a Bachelor's degree and related experience alone would not be considered eligible for the position of Project Manager.

7) Please clarify whether it's allowable for contingent hires to be key personnel? Clarify section L.9.2, the distinction between new hire and contingent hires?

7a. It is allowable for a contingency hire to be a key personnel. Please see Section L.9 LETTERS OF COMMITMENT - KEY PERSONNEL, for the distinction between new hire and contingent hires?

8) Please clarify which attachments mentioned in section J.1 are required and where should these be attached?

8a. Sections J.1, J.2, J.3, J.6 and J.7 are required. Sections J.1, J.2, J.3 and J.6 should be submitted in Part 3 of the proposal. J.7 should be submitted with the past performance information.

9) Will bids proposing fewer than 3 to 3.5 persons be considered?

9a. Yes, offerors can propose a price that is believed to be most efficient and effective in meeting the requirements of the solicitation. However, offerors should review carefully Section F.3 LEVEL OF EFFORT and Section M.2 BASIS FOR AWARD (BEST VALUE).

10) What information on the contractor's past performance is required for submission? Does the submission of Attachment J.7, the Past Performance Reference Information forms, fulfill the requirements outlined in Section M.3 Part C.

10a. Yes, the submission of Attachment J.7, the Past Performance Reference Information forms, fulfill the requirements outlined in Section M.3 Part C. However, offerors should review carefully Section L.6 PAST PERFORMANCE and Section M.3 (C) CONTRACTOR'S PAST PERFORMANCE.

11) How rigid is the Department on the allocation of hours? If you are guaranteed the highest level quality product within your allocated dollar budget (and we have multiple references within the federal government), will that be acceptable to you?

11a. Offerors should propose a staffing allocation that is believed to be most efficient and effective in meeting the requirement of the project. However, offerors should review carefully Section F.3 LEVEL OF EFFORT and Section M.2 BASIS FOR AWARD (BEST VALUE).

12) Section C.3 TASKS (Task Five) of the solicitation is deleted in its entirety and replaced with the following:

12a. Task Five: Set up, manage and facilitate at least four (4) focus groups with stakeholders of the apprenticeship system, including, but not limited to, Bureau of Apprenticeship (BAT)

Directors, State Apprenticeship Council (SAC) directors, federal Apprenticeship Training Representatives, members of the FCRA and NASTAD, and BAT/OATELS national office staff.

13) Please provide a complete list of bidders/RFP recipients.

13a.. Bidder's list is Attachment A. □^n Attachment A

Research and Evaluation Associates, Inc. 6320 Quadrangle Drive,  
Suite 180 Chapel Hill, NC 27514 Attn: Deborah Jones 919-493-1661

KMP Associates U.S. Steven B. Pierce 585 Mill St. Lynnville,  
Tennessee 38472

The Leonard Resource Group, Inc. 1199 North Fairfax Street Suite 702  
Alexandria, VA 22314 703-548-8535

Mr. Wilner De Daye Citadel Consulting, Inc. 154 West Schubert Avenue  
Glendale Heights, Illinois 60139 630-668-2184

Vickie Eckert President and CEO Council for Continuous Improvement  
1777 Barcelona Street Livermore, California 94550 925-960-8740

Brenda Campbell President & CEO USSMC, Inc. Unlimited Services  
Systems Management and Consultants, Inc. 10067 Campus Way South  
Upper Marlboro, Maryland 20774 301-499-4762 or 301-322-2247

□Jerry D. Kilpatrick, President Jerry Kilpatrick & Associates  
Strategic Improvement Specialists 415 Water Garden Court Irmo, South  
Carolina 29063 803-749-9722

Marianne Linger Technical Assistance and Training Corporation 2409  
18th Street, NW Washington, DC 20009

Mendez England & Associates Attn: Business Development Manager 5550  
Friendship Blvd., Suite 230 Chevy Chase, MD 20815 301-652-4334

ABT 55 Wheeler Street Cambridge, Massachusetts 02138-1168 Attn:  
Sharon Christenson 617-349-2857

Federal Micro Systems, Inc. 4201 Forbes Boulevard Lanham, MD  
20706-4340 Attn: Scheraine Stone 301-731-0600

Coffey Communications, LLC 6917 Arlington Road, Suite 224 Bethesda,  
Maryland 20814 301-907-0900

Dee Schofield Westat 1650 Research Boulevard Rockville, MD  
20850-3129 301-251-1500

□JACK FAUCETT ASSOCIATES, INC. 4550 Montgomery Avenue, Suite 300  
North Bethesda, MD 20814-3304 Attn: Don Hutson, Library

Mathematica Policy Research, Inc. 600 Maryland Avenue, S.W., Suite  
550 Washington, DC 20024 Attention: Angela Washington 202-484-9220