

April 19, 2005

NOTICE TO ALL OFFERORS

REFERENCE:            AMENDMENT NO. 1  
                          RFP - DOL051RP20031

Additional information has been requested by prospective offerors and it has been determined by the Contracting Officer that this information is made available to all bidders. The closing date and time for the receipt of proposals remains May 4, 2005, by 2:00 p.m. local time.

*KEITH A. BOND*

KEITH A. BOND  
Contracting Officer

Attachments

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 04-19-2005	4. REQUISITION/PURCHASE REQ. NO. <small>VRM</small> 18-051A-1405	5. PROJECT NO. (If applicable)
6. ISSUED BY  ETA Division of Contract Services U.S. Department of Labor, Rm N-4472  200 Constitution Ave, NW Washington DC 20210		7. ADMINISTERED BY (If other than Item 6)  U.S. Department of Labor OPDER 200 Constitution Avenue, NW Room N-4472 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. DOL051RP20031
		X	9B. DATED (SEE ITEM 11) 04-04-2005
			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   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)   N/A  

**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.)  
  Please see attached  

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

**CONTINUATION PAGE**

14. DESCRIPTION OF AMENDMENT (CONT'D)

ANSWERS TO REQUEST FOR CLARIFICATION QUESTIONS

1. Question: Has this been contracted out before?

Answer: Yes

2. Question: Can the incumbent re-bid?

Answer: Yes

3. Question: How many people are currently on staff?

Answer: Please see Section H. 9 Key Personnel.

4. Question: Will the customer/buyer consider current staff?

Answer: It is the offerors responsibility to propose the staffing mix. The Government does not recommend staff.

5. Question: What was the amount of the last contract?

Answer: Please review Section B of solicitation DOL051RP20031

## BIDDERS LIST

Jack Savage  
USGC, Inc.  
2083 West Street, Suite 205  
Annapolis, MD 21401  
410-571-8658

William Self  
The Leadership Factor, Inc.  
Point of Contract: William Self  
1100 University Avenue, Suite 114  
Rochester, NY 14607  
585-295-1055

Anne C. Noctor  
ExcelaCom  
1800 N Kent St #940  
Arlington, VA 22209  
703-294-6900 x224

Georgia Griffith  
GMG Management Consulting Inc.  
3022 Button Bush Lane  
Laurel, MD 20724  
301-317-5550