

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE _____

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
6. ISSUED BY CODE		7. ADMINISTERED BY (If other than Item 6) CODE	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	(X)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO.
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 _____ 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 your 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.

CHECK ONE	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.

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

- 1) Will more than one contract be awarded? For instance, an award informational materials and another award for the analytics?

Response: As stated in the RFP, an offeror may submit more than one proposal. Thus, it is possible that more than one award can be made to the same offeror, provided the goals for each proposal are different.

- 2) Will any of the activities include advertising, graphic design and/or marketing activities?

Response: Please refer to Section 8 of the RFP for information on the 2009 Priority Areas.

- 3) Is there any set-aside for small or woman-owned businesses? What would be the term of the contract?

Response: There is no set-aside for woman-owned businesses.

- 4) I've tried to do everything correctly, but as we are new to this process, can you please tell us if in fact we are proceeding correctly. Here are the steps we have taken thus far: Obtained a registered DUNS number; Obtained a CCR number; Added our company to the vendor list; Downloaded the document titled "IES_FastTrack_SBIR_RFP_2009.doc"; We are now writing our proposal to be submitted; If there is something I have overlooked, please let me know so I can correct it as quickly as possible.

Response: The offeror should refer to the RFP for specific instructions on the processing of completing and submitting a proposal.

- 5) Appendix B – Are we supposed to include complete bio's or curriculum vita? Or do we simply include the signed statements that verify the accuracy of the summaries within the 25-page proposal?

Response: As noted in the RFP, offerors should only include the signed statements in Appendix B. Any biographical summaries must be included within the 25 page narrative.

- 6) Budget and Human Subjects – Page 24 of the RFP implies that these two sections be included in the 25-page proposal in some form. Is this correct? Or, are they fully addressed in their respective appendices?

Response: Information on the Budget and Human Subjects should be included in the Appendices as noted.

- 7) Cash flow – p. 29 refers to the possibility to discuss “cash flow” requirements. How can I learn more about options that may be open to our company?

Response: Please refer to the last paragraph on Page 29. This discusses payment/ invoicing options for Phases I & II.

- 8) Profit vs. F&A – I do not see any references to “Finance and Administration” charges (sometimes called F&A). I am accustomed to SBIR proposals (grants) where there are allocations for both profit and F&A. Do you expect budgets to include a percentage that is attributed to F&A?

Response: Successful proposals in response to the SBIR solicitation will result in fixed price contract awards, not grants. Proposals will be evaluated in accordance with the evaluation criteria. I'm not familiar with the term: "Finance & Administration in procurement. I have heard of "general & administrative charges". G&A is a legitimate charge that is allowed under cost type contracts. If you wish to bid F&A charges, you should provide the basis for the charge and an indepth discussion.

- 9) Appendix F - I find the later sections to be confusing. I am not sure how to address them. Do I need to include each section all the way to F.5 310-9?

Response: Yes

10) Appendix H – Conflict of interest – Is this supposed to be included?

Response: Yes

11) Section 4.2, front matter, Section E, Disclosure permission statement – Are we allowed to say “no”?

Response: Yes, you're allowed to deny permission to disclose that information.

12) We want to make sure that we follow the process for filing for this grant to the letter and ensure a proper delivery of all of the necessary documents. I was wondering if there are external agencies who could help companies like (ours) go through the process. If you know if any or if there are web sites that I can consult, can you please let me know?

Response: Other than SBA, I'm not aware of any agencies which assist offerors with proposal development. There are firms which provide this service. However, identifying any particular firm may appear to show a preference by the Department and would be inappropriate.

13) I represent a small firm who is considering applying for a SBIR DoE grant. Can you please clarify for me the meaning of the following paragraph? “Education technology for *science or social and behavioral programs* must target students at any level from pre-kindergarten through high school.”. Our product would target 9-12-level students, but not necessarily K-12 students. Does that disqualify us?

Response: As noted in the paragraph the intended product must target students at any level from pre-kindergarten through high school, thus 9-12-level would be appropriate.

14) My question is that I noticed that the number one priority in the RFP is "Education Technology Products for Students." Do you think this idea is the type of educational product that the RFP seeks to attract? Is there a particular approach that is more desirable than others?

Response: As noted in Section 8 of the RFP, there are (3) three priority areas. The priority areas have equal weight. All proposals will be evaluated on the basis of the evaluation criteria listed in Section 5 of the RFP, not the selected priority area

15) Also, is it acceptable to have members of the team who are not US citizens or permanent residents? I have two potential members who are Canadian.

Response: Yes.

16) I have read through the Fast Track specs but am unclear as to whether you want a new system developed or would they be willing to use an already existing system?

Response: As detailed in the RFP, in the Phase I section of the Fast-Track proposal, the offeror must (1) specify clear, measurable goals (milestones) that detail the development of a functioning prototype of an education technology product; and (2) specify a research plan to test the feasibility of the prototype. In the Phase II section of the Fast-Track proposal, the offeror must (1) specify clear, measurable goals (milestones) that detail the R/R&D process through which the prototype will become, or will be on a trajectory to become, a commercially viable education technology product; (2) provide a research plan to test the feasibility and usability of the product, as well as the promise of the product for achieving the intended outcomes when implemented in education delivery settings; and (3) detail a commercialization plan for the sale and distribution of the product should all the technical objectives be achieved. Further, the proposed R/R&D must be responsive to the Institutes' SBIR program priorities. The proposal should serve as the base for new commercial education technology products that may benefit the public. Proposals for the development of proven concepts toward commercialization or for market research *should not* be submitted because such efforts are considered the responsibility of the private sector.

17) I have a question to determine if we can submit a qualifying proposal. The technology we would propose is being prototyped and used by a small number of schools, does this prevent it from being considered? It could be viewed as already in Phase I. We are working with the users to add capabilities and refine the technology.

Response: See response to question (16) above.

18) Also, if I understand correctly, there can be multiple awards made, is that accurate?

Response: See response to question (1) above.

19) Can we schedule a conference call to discuss proposal details?

Response: No, all questions were to be submitted in writing by December 17, 2008

20) Can the Department of Education review my proposal, capability statements, etc to ensure that it is appropriate for submittal?

Response: No

21) Is this a grant?

Response: No, SBIR awards are fixed price contracts that are legally binding agreements in which the contractor (successful offeror) has to perform in accordance with the terms of the contract.