

**December 17, 2004**

NOTICE TO ALL OFFERORS AND TENDERS

REFERENCE:            AMENDMENT NO. 1  
                              RFP DOL041RP00034

The above-referenced RFP is hereby amended to correct Section L.7 – Special Requirements, and Section M.3.C – Technical Approach. The closing date and time for the receipt of proposals and tenders remains February 1, 2005, by 2:00 p.m. local time.

Sincerely,

*Keith A. Bond*

KEITH A. BOND  
Contracting Officer

Attachment(s)

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>	1. CONTRACT ID CODE	PAGE 1 OF PAGES 2
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2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE December 17, 2004	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
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6. ISSUED BY U.S. Department of Labor/ETA Division of Contract Services 200 Constitution Avenue, NW Room N-4472 Washington DC 20210	CODE ETA	7. ADMINISTERED BY (If other than Item 6) CODE
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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  To all Offerors/Bidders/Tenders	(X)	9A. AMENDMENT OF SOLICITATION NO. DOL041RP00034
	X	9B. DATED (SEE ITEM 11) 12-14-2004
		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) 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 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
(See Attachment)

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)	15 C. DATES SIGNED
	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)
	16 C. DATES SIGNED

**CONTINUATION PAGE**

1. Section L.7 – Special Requirements is hereby deleted in its entirety and is replaced with the following:

**a. L.7 SPECIAL REQUIREMENTS**

The contractor shall be required to provide the necessary personnel to accomplish each task listed above. The key personnel positions and their required time commitments are as follows:

PROJECT MANAGER (1 FTE) – 100% time commitment

2. Section M.3.C – Technical Approach is hereby deleted in its entirety and is replaced with the following:

**a. C. TECHNICAL APPROACH (25 points)**

The offeror shall demonstrate its understanding of the requirements through the degree of thoroughness, soundness, and comprehension expressed by the proposed technical approach. The technical approach proposed by the contractor for performing the tasks and meeting milestones of the implementation strategy proposed to support: 1) the obligation of program and S&E funds; 2) Accounts Payable function, 3) Job Corps Program support, 4) Debt Management, 5) Capitalized Asset Accounting, 6) IPAC processing, 7) Reconciliation, 8) ETA Regional Office Support, 9) Grant Cost Accrual Analysis, 10) Operation and Validation of Interfaces, 11) Prepare and Review Accounting and Financial Reports, 12) Cash Management Review, 13), Accounting Records Management, 14) General Ledger Review and Analysis, 15) Cost Accounting Management Module, 16) Identify and Recommend Improvements, 17) Audit Support, and 18) Special Projects and AD Hoc Review and Analysis. The Transition and Implementation Plan shall all be explicitly detailed and presented in the proposal so as to show how the vendor will provide the DOL with a complete understanding of the methods and actions to be applied by the contractor's personnel working on an integrated basis with DOL team personnel. Failure to present each of these areas will result in lowered scoring.