

March 30, 2007

NOTICE TO ALL OFFERORS

REFERENCE: AMENDMENT NO. 1
 RFP DOL071RP20111

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 offerors. To allow the Government time to respond to these additional questions, the closing date and time for the receipt of proposals remains April 6, 2007 by 2:00 p.m. local time.

CHARI A. MAGRUDER
Contracting Officer

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

OF PAGES

1

1

2. AMENDMENT/MODIFICATION NO.
00013. EFFECTIVE DATE
03-30-2006

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO.(If applicable)

6. ISSUED BY CODE

ETA

7. ADMINISTERED BY (If other than Item 6)

CODE

U.S. Department of Labor, ETA/OGCM
Division of Contract Services
200 Constitution Avenue, NW
Room N-4655
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.

DOL071RP20111

X

9B. DATED (SEE ITEM 11)

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 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.
04-06-2007 2:00 p.m.

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 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)

CHARI A. MAGRUDER
Contracting Officer

15B. CONTRACTOR/OFFEROR

15 C. DATES SIGNED

16B. UNITED STATES OF AMERICA

16 C. DATES SIGNED

(Signature of person authorized to sign)

BY _____
(Signature of Contracting Officer)

14. RESPONSES TO TECHNICAL QUESTIONS

1. Page B-1 indicates that the period of performance will be 12 months from date of contract execution plus 4 option years. Page C-1, Section C.4 indicates that in the base year, approximately 500 interviews will take place, and that in the four Option Periods corresponding to federal fiscal years 2008-2011, a minimum of 1500 interviews will take place. If the Base Year begins on June 15, 2007, and the first Option Year starts on October 1, 2007, the resulting base year period would be less than 12 months: June 15 – September 30, 2007. We would like to request confirmation of the periods of performance (including Base Year and Option Years), and the numbers of interviews anticipated for each period.
 - a. Section B and Section F.2 are hereby corrected as follows: The period of performance shall be fifteen (15) months from the date of contract execution plus four (4) one- year options to extend at the discretion of the Government.
2. Page M-3, Sections M.B.3 (a) and (b) list the description for Project Manager followed by the Manager of Training and Field Supervision. The two descriptions are identical, including the time commitment for each which conflicts with those stated on page L-8. Would DOL confirm the requirements for the two positions?
 - a. The description for the Project Manager remains the same. The description for the Manger of Training and Field Supervision is: The training and field manager shall be responsible for maintaining a sufficient pool of qualified interviewers to carry out the project, providing all necessary training, and assuring interviewer adherence to data collection protocols. The Government estimates that between 50 and 75 percent of a full-time equivalent will be required for this position (1,000 to 1,500 hours per year). This person shall have at least a master's degree in Anthropology or another social science that includes survey and interview methods and a demonstrated ability training and managing interviewers in a survey of foreign-born dominated populations.
3. Are letters of intent required for key personnel only (reference page L-6, Part 2-(3)), or from all professional staff (reference page M-3, section M.3.B.5)?
 - a. Offerors are to submit Letters of Intent for Key Personnel only.
 - b. Section M.3.B.5 (f) is hereby corrected as follows: Letters of intent are provided for key personnel including employees and contingency hires (defined as persons not currently employed but who have executed a binding letter for commitment for employment with the offeror, if the offeror receives award under this solicitation). Letters of intent must be dated and include signatures from the individuals and the offeror/contractor. The letter must also disclose the position the person will have on the contract. The letter must state that the individual will be available for the number of hours stated in the proposal.
4. Our proposed Project Manager has a PhD but not in agricultural economics or economics. His degree is in educational research but he has 30 years of experience in designing and implementing large, complex surveys, including significant ones of Hispanics and recent immigrants, recipients of benefits for low income people, and rural populations. He is fluent in English and Spanish. Would he be eligible to be the project manager?
 - a. The proposed Project Manager's experience in designing and implementing surveys will be taken into consideration when evaluating individual staff experience and qualifications.

5. Our proposed Training and Field Director also has a PhD but in Sociology. He has more than a decade of experience in managing difficult field operations for surveys. Would he be eligible?
 - a. The Manger of Training and Field Supervision shall have at least a master's degree in Anthropology or another social science that includes survey and interview methods and a demonstrated ability training and managing interviewers in a survey of foreign-born dominated populations.

6. Those two persons would be supported by technical specialists with degrees that include BA and MA in economics, PhD in engineering with a specialization in sampling and statistical modeling, and PhD in communications research with a specialization in survey science and survey instruments. Under conditions of a project team such as this, would we be compliant or non-compliant with the requirement in Section M, item M.3.B. beginning on page M-2 of the solicitation?
 - a. Section M.3.B. describes how individual staff experience and qualifications will be evaluated. The offeror's proposal will be evaluated for acceptability using a range of scores assigned to each factor. Please note: when offerors do not meet the education or time commitment designations during source selection, they will be given a significant weakness designation and may be eliminated from the competition.

7. We understand the first year's sample (in the event the contractor is a new contractor and not the incumbent) will be 500 crop worker interviews for a single seasonal cycle; is that correct? In prior years, the sample appears to be based on 500 farms and some 1,100 workers per cycle. Is it intended to shift from 1,500 farms to 1,500 workers for a full year? Is it planned to continue doing several workers per sampled farm so that a seasonal cycle might be done in 200 or so farms to produce 500 worker interviews?
 - a. The target number of interviews to be completed in the third and final interview cycle of Fiscal Year 2007 is 630. The number of interviews per year (three interviewing cycles) will not fall below 1,500. Depending on information needs, the annual number of interviews, over three data collection cycles, could be as high as 4,000. The target number of interviews for Fiscal Year 2008 has not been determined. The number of workers interviewed per farm is determined by an algorithm such that the number of workers who may be interviewed per farm increases with farm size. In fiscal years 2002-2005, 13,772 hired crop workers were interviewed on 2,639 establishments.