

May 1, 2007

NOTICE TO ALL OFFERORS

REFERENCE: AMENDMENT NO. 2
DOL071RP20107

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 is still May 8, 2007, 2:00 p.m. local time.

CHARI A. MAGRUDER

CHARI A. MAGRUDER
Contracting Officer

Attachment

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE
1OF PAGES
42. AMENDMENT/MODIFICATION NO.
00023. EFFECTIVE DATE
05/01/2007

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.

DOL071RP20107

X

9B. DATED (SEE ITEM 11)
4/3/2007

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.
05-08-2007 2:00PM EST

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. Continuation page

1. The answer to Question 10 imposes a 40-page limit on the technical proposal. We are assuming this page limit applies only to the chapter detailing our proposed technical approach, evaluation criteria M.2.A. (and, thus, does not also include the Individual Staff Experience and Qualifications, Understanding, and Management Plan). Could you verify that this is the case?

Answer: The 40 page limit includes the technical approach and understanding sections, not the staff experience or management plan section.

2. I have a question about the Evaluation of the Career Advancement Account Demonstration (DOL071RP20107) pre-solicitation notice. Would a contractor that works on an implementation contract/task order in support of CAA be precluded from participation in this evaluation contract?

Answer: No. A contractor that works on an implementation contract/task order in support of CAA is not precluded from participation in this evaluation contract.

3. How many points are associated with this sub-factor?

Answer:

A. TECHNICAL APPROACH (40 POINTS)

- 1) The degree to which the applicant's approach to the completion of Phase III is sound and feasible and addresses possible challenges to successful completion and potential solutions. (15 points)
- 2) The extent to which the applicant's approach to the tasks necessary to complete Phase II is sound and feasible and addresses possible challenges to successful completion and potential solutions. (10 points)
- 3) The degree to which the applicant's approach to the tasks necessary to complete Phase I is sound and feasible and discusses possible challenges to successful completion and potential solutions. (5 points)
- 4) The extent to which the applicant's approach to tasks that span all of the phases of the CAA RAD is sound and feasible and addresses possible challenges and potential solutions. (5 points)
- 5) The degree to which the technical approach as a whole as well as all parts of it are clear, coherent and internally consistent. (5 points)

B. INDIVIDUAL STAFF EXPERIENCE AND QUALIFICATIONS (35 points)

- 1) The experience and qualifications of the Project Director, The Project Director shall have a minimum of ten years' experience in performing social science research including a minimum of five years of experience in designing and coordinating large-scale research projects. In addition, the project director shall have a minimum of five years' experience serving as a project director or in an equivalent position in project management. The Project Director will have at minimum a PhD in economics, political science, public administration, or statistics. The Project Director will have a 30% time commitment to the demonstration. The Project Director shall demonstrate considerable experience in directing and running

voucher-based or worker training demonstration projects. For this position, ETA will not allow more than one individual to occupy the complete position (no Co-Project Directors). **Be advised that offerors who do not meet the education requirements for the Project Director sub-factor will receive 0 points for that sub-factor and may be determined not eligible for award.** (8 points)

- 2) The experience and qualifications of the Principal Investigator(s) to include a minimum of ten years experience in performing social science research, including 5 years experience designing and evaluating large-scale demonstration projects. In addition, the Principle Investigator will have a minimum of 5 years experience serving as a principle investigator or equivalent position in project management. The Principle Investigator will at minimum have a PhD in economics, statistics, mathematics or political science. The Principle Investigator will have a 30% time commitment for the demonstration. The Principle Investigator will facilitate the actual conduct and design of the research, data collection, and evaluation components of the demonstration. The Principal Investigator shall demonstrate considerable experience in evaluating voucher-based or worker training demonstration projects. ETA will allow two individuals to occupy this position as long as the time commitments of both individuals add up to the 30% time requirement (Co-Principal Investigators). **Please be advised that offerors who do not meet the education requirements for the Principal Investigator sub-factor will receive 0 points for that sub-factor.** (8 points)
- 3) The experience and qualifications of the Site Monitors proposed for this demonstration shall have a minimum of five years' experience in performing social science research, including at least two years' experience working on research projects. They will have at minimum a Master's degree in economics, political science, public administration, or statistics or similar. The Site Monitors for this demonstration will coordinate demonstration activities at the project sites. The Site Monitors will have a 30% time commitment. **Please be advised that offerors who do not meet the education requirements for the Site Monitor sub-factor will receive 0 points for that sub-factor.** (6 points)
- 4) The adequacy of the time commitment of all personnel assigned to the project, according to each task and sub-task (the number of hours per year that each individual will devote to each aspect of the project). It is expected that the Project Director will devote a minimum of 30% of time; the Principal Investigator(s) a total of 30% of time; and Site Monitor(s), 30% of their time (as identified in the organizational plan). If an individual is performing more than one function or leading more than one task, the time commitment should be commensurate. Where an individual is performing multiple tasks but time is not fully additive to the requirements noted here, a full explanation must be provided for a lesser amount of time. Where needed, time commitments far above the minimum should be identified. When leadership roles are shared among two or more individuals (Principal Investigator only), the combined time commitment may equal the minimum. (5 points)
- 5) The experience and qualifications of all proposed professional staff, demonstrating experience and skills sufficient for their proposed role in the project and a strong familiarity with the public workforce system. (3 points)
- 6) Letters of intent are provided for each professional personnel, including employees, contractors or contingency hires (defined as person 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 individual and the offeror/contractor. The letter must state that the individual will be available for the number of hours stated in the proposal and that the individual will be available for at least 6 months. (3 points)

- 7) Loading charts showing the number and percentage of hours for each staff for the total duration of the project (based on a total of 10,400 hours), staff time for each year (based on a year of 2,080 hours) and staff time by task or project subpart (as per the management plan) are included. (2 points)

E. MANAGEMENT PLAN (15)

- 1) The organizational plan covers all parts of the evaluation design and is likely to be effective and efficient with reporting relationships that are clear and reasonable; (5 points)
- 2) The timeline and schedule cover all major tasks, are reasonable, and appear likely to result in meeting all deadlines; (5 points)
- 3) Plans for project implementation, data acquisition, and the production of reports and briefings demonstrate an awareness of the key variables for success, possible problems and contingencies and strategies for addressing them. (5 points)

F. UNDERSTANDING (10 POINTS)

- 1) The applicant demonstrates expert knowledge concerning the designing, implementing, and evaluating of random assignment, net impact, and benefit/cost methodologies. (5 points)
- 2) The applicant demonstrates expert knowledge of current and past workforce development research on occupational training. (2 points)
- 3) The applicant demonstrates expert knowledge of current and past workforce development research on training voucher systems. (2 points)
- 4) The applicant demonstrates how the information from each of the three previous rating elements applies to and is relevant for the evaluation of the CAA RAD demonstration. (1 point)