

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 01-11-2005	4. REQUISITION/PURCHASE REQ. NO. <u>dw</u>	5. PROJECT NO. (If applicable)
6. ISSUED BY ETA Division of Contract Services U.S. Department of Labor/ETA/OGCM/DCS Room N-5425 200 Constitution Ave, NW Washington DC 20210		7. ADMINISTERED BY (If other than Item 6)	

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) To all Offerors/Bidders	(X)	9A. AMENDMENT OF SOLICITATION NO. DOL051RP20011
	X	9B. DATED (SEE ITEM 11) 11-19-2004
		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. **** HOUR & DATE for Receipt of Offers is EXTENDED to N/A**

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.)

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

January 11, 2005

NOTICE TO ALL OFFERORS

REFERENCE: AMENDMENT NO. 1
DOL051RP20011

Additional information has been requested by prospective offerors and it has been determined by the Contracting Officer that this information be made available to all bidders. The closing date and time for the receipt of proposals is still January 28, 2005, 2:00 p.m. local time.

Keith A. Bond

KEITH A. BOND
Contracting Officer

Attachment(s)

14. *RESPONSES TO TECHNICAL QUESTIONS*

1. Have these services been contracted out before? If so, can the incumbent re-bid?
 - a. Yes. The incumbent is not eligible to compete for this contract.
2. Will the customer/buyer consider maintaining the current staff?
 - a. Yes.
3. How many people are currently on staff?
 - a. 13
4. What was the amount of the last contract?
 - a. The incumbent contractor under this solicitation is McNeil Technologies, Inc., (formerly Research and Evaluation Associates, Inc.) of Springfield, Virginia, under Contract Number AE100150000030. The contract was awarded on June 22, 2000, in the amount of \$800,145. The total amount awarded under this contract was \$6,107,727, inclusive of options.
5. For how long is the incumbent providing this service under this contract?
 - a. The period of performance for the above mentioned contract was twelve (12) months from the date of contract execution plus 4 one (1) year options.
6. What is the govt. estimate / budget of the magnitude of work to be performed under this contract?
 - a. Pursuant to Section F.3, Level of Effort, the level of effort for this project is between 14 and 16 professional person years. A professional person year is estimated to be between \$90,000 and \$100,000. This includes all costs. The level of effort for each option period is equal to the base period plus inflation. The inflationary rate shall be determined by the Bureau of Labor Statistics.
7. Is there an incumbent on this contract? If so, what is the name of the company?
 - a. Please see answer 4.
8. The amount awarded on June 20, 2000 was \$800,145, however, the total contract amount is listed at \$6,107,727.00 does this mean that McNeil Technologies was paid \$6,107,727.00 over the life of the contract?
 - a. Yes.
9. Can 8(a) contractors who respond to this solicitation have non-8(a) subcontractors?
 - a. Yes.
10. According to Section J, ten attachments should have accompanied the RFP; however, only Attachment J10 is posted. Are there 9 additional attachments? When will they be posted?

- a. They are continuously listed on www.doleta.gov/sga/rfp.cfm under Contract Application Forms and Instructions.
11. In reference to Attachment J.8 past performance evaluation questionnaire. Given that after questions are answered, less than 3 weeks remain before submission, are questionnaires still expected to be completed by our customers and returned by proposal submission date?
 - a. As stated in Section L.8 Past Performance, the Government will contact the contractor's references using the questionnaire form (Attachment J.8) to collect this information. References other than those identified by the offeror may be contacted by the Government with the information received used in the evaluation of the offeror's past performance. The Government also reserves the right to decide not to contact all of the references provided by the offeror. Names of individuals providing reference information about an offeror's past performance shall not be disclosed. Offerors are advised to provide the correct point of contact and telephone numbers of past performance references.
12. Task Order Number 5 - Bar Coding (Page C-5). This task completion of a pilot program. Clarification: Please provide more details concerning progress to date, type of equipment being used, and methodology. Also, if the results of this pilot program are favorable, are there plans to introduce barcoding program-wide? Is other technology being considered?
 - a. The pilot is being conducted at four (4) Job Corps centers. Currently, the survey to determine the results is being drafted. If the results are favorable, there will be consideration to implement bar coding program-wide. Other technology is not being considered.
13. Section M (page M-3) para 5(v). This paragraph indicates that letters of intent for each professional personnel, including those designated in key personnel positions are required. Clarification: Clearly, the only offeror that can meet this requirement for resumes of all the professional staff, key and non-key is the incumbent contractor's team. If the DOL is serious about making this a competitive process and leveling the playing field a resume should only be required for the Project Manager.
 - a. As stated in Section M.3 (A), contractors are required to submit Letters of Intent for each professional personnel proposed for this project, including those designated in key personnel positions. Letters of Intent must include a statement that the individual will be available for the amount of time specified in the proposal. Letters of Intent must be signed (by both employer and employee/contingency hire), and dated. The Offeror shall provide letters of intent from current employees that state they: (1) will remain employed by the Offeror; and (2) will work for at least six months on the resultant contract if awarded to the Offeror. Letters of intent must also be submitted for contingency hires, defined as persons not currently employed but who have executed a binding letter of commitment for employment with the Offeror, if the Offeror receives award under subject solicitation. Professional personnel is defined as all staff, excluding consultants and administrative staff.
14. This requirement appears to be very specialized and requires offerors to have detailed knowledge of existing schedules, workload data, review cycles, location of centers/regions traveled to, and a description of EPMS. None of this very relevant information is provided in the solicitation. Much more detail needs to be provided in the solicitation and a bidders conference is absolutely necessary to allow some discussions with the Program Office about these items and where the program is headed and what is the successful offerors role in that process.
 - a. It is important that an offeror can demonstrate how **they** intend to perform all requirements of the proposal based on the workload information provided (i.e. six (6) regional offices, 122

Job Corps centers and 21 OA/CTs contracts). A bidder's conference is not scheduled. Offerors are encouraged to submit questions for clarification if they are unclear concerning any aspects of the solicitation.

15. Section C.3, Task Order Number 4 -- Listed Under Duties of the Property Specialist, A1. What is the Property Specialist's role/involvement in budgeting?
 - a. None, but they should have at least a working knowledge of Federal budgeting regulations.

16. Section C.3, Task Order Number 6. Will the OA/CTS visits/property reviews be conducted in the same manner as center reviews? Will the periodicity be the same as well? Will the contractor be required to visit **ALL** OA/CTS sites?
 - a. Yes.

17. Section L.8, Past Performance. In addition to a list of 5 relevant contracts and subcontracts completed during the past 3 years, is the Offeror to provide a list of **ALL** contracts and subcontracts currently in process? If yes, what specific information is to be provided for ALL contracts and subcontracts currently in process?
 - a. Offerors shall only submit a list of five (5) relevant contracts and subcontracts completed during the past 3 years. Offerors are not required to provide a list of **ALL** contracts and subcontracts currently in process that are similar in nature to this project. As stated in Section L. 8, Past Performance, offerors are to submit the following: 1) Name of contracting activity; 2) contract number; 3) Contract type; 4) total contract value; 5) contract work; 6) contracting officer and telephone; 7) program manager and telephone; 8) administrative contracting officer, if different from #6 and telephone number; and 9) list of major subcontractors. Please make sure the information is correct.

18. Sections L.10 (A) Part 2(2), M.3.A.3, A. (v), and M.3.E - Letters of Intent. Please clarify - Letters of Intent are required to be submitted for whom?
 - a. Pursuant to Sections L.10 (A), Part 2(2), and M.3.A.3, Letters of Intent are to be submitted for each professional personnel proposed for this project. Professional personnel is defined as all staff, excluding consultants and administrative staff.
 - b. Pursuant to Section M.3 (E), Letters of Intent - Presenters are to be submitted for the five (5) presenters participating in the oral presentation (excluding observers). These Letters of Intent -Presenters should include the presenters position/title for the project and state if they are employees of the prime contractor or subcontractor. The Letters of Intent - Presenters must be binding signed by the employee and the employer of the firm.

19. Can we contact the McNeil Technologies employees who currently work on the project to discuss possible employment opportunities?
 - a. Yes.

20. According to the definition and footnote accompanying the Facilities Management NAIC Code (561210) after its revisions effective 2003 it would seem that services included in this code should reflect activities of three or more separate NAIC Codes with none constituting 50% or more of the entire effort. Since Property Management is a single activity, wouldn't this procurement be more

appropriately assigned to 561110, Office Administrative Support Services, with an associated size standard of \$6.0 million?

- a. The NAIC Code under this solicitation is 561210.

21. Should travel be included in cost/the business management proposal?

- a. Yes.

Bidder's List

Accent Controls Inc.
Attn.: Bill Nickum
1570 North Topping
Kansas City, Mo 64120
(816) 483-6330

Acepex Management Corporation
Attn.: Henry C. Rhee
13401 Yorba Drive
Chin, CA., 91710
(909) 591-1999

American Systems Group
Attn.: Ritobrata Banerjee
1400 Coleman Avenue, Suite G26
Santa Clara, CA 95050
(408) 404 7475 Ext. 11

Business Advisors of North America, LLC
Attn.: Jacquelyn Thomas
100 North Main Street, Suite 1029
Memphis, Tennessee, 38103
901-524-0910

Compass Solutions Corp.
Attn.: Jay Thapanawat
2760 Eisenhower Avenue, Suite 404
Alexandria, VA 22314
703-373-6770

Effective Marketing Group, Inc.
Attn.: Elizabeth Laird
23 Richmond Street
Rochester New York 14526
585-546-3592

Eumotif, Inc.
Attn.: Marvin Jones
1717 E. Bell Road, Suite12
Phoenix, AZ 85022-6200
602 334 4557

Gali Services
Attn.: LeRoy Dock
6931 Arlington Rd., Suite B
Bethesda, Md. 20814
301.986.8890

HeiTech Services, Inc.
Attn.: Todd R. Anderson
4200 Forbes Blvd., Suite 202
Lanham, MD 20706
(301) 918-9500

Horizon Consulting Incorporated
Attn.: Ellen Perrine
44135 Woodridge Parkway, Suite 100
Lansdowne, VA 21706-1244
703-726-6430, ext. 109

KB Consultants, LLC
Attn.: Karl Bennett
5272 River Road, #530
Bethesda, MD 20816
301-657-9500 x211

Lord & Dominion Investments & Management Services, Inc.
Attn.: Ms. Mary McFaddin
5580 Hillcrest Drive
Union City, GA 30291
770-306-1450

Management Concepts, Inc.
Attn.: Christine A. Dunbar
8230 Leesburg Pike, Suite 800
Vienna, VA 22182
703.270.4187

The Metis Group LLC
Attn.: Libby Kavoulakis
1717 K Street NW, Suite 210
Washington DC 20036
202.682.1170

MPI Recruiters & Temporary Agency
Attn.: Saday M. Barrett (Ms.)
530 Union Avenue, Suite 3
Middlesex, NJ 08846
732-356-4061

Native American Technology Corporation
Attn.: John Williford
377 LaClair Street
Coos Bay, OR 97420
541-888-8100

Owusu & Company
Attn.: Brenda Owusu
1900 L Street NW, Suite 300
Washington, DC 20036
202 223-8200

Park Tower Group
c/o NCFB
Attn.: Steve House
5000 Ellin Rd., Suite BO-200
Lanham, Md. 20706
301.459.4351

Randolph Technology.Inc
Attn.: George Randolph or Andrew Randolph
544 O'Neal Ferry Road
PO Box 148
Townville, SC 29689
864-287-4040

Renhill Staffing Services of Texas, Inc.
Attn.: GINA POTTS
84NE Loop 410, Suite 245
San Antonio, TX, 78216
(210) 828-0508

Smart, Inc.
Attn.: Brenda Williams or Wendy Lamar
833 Howard Ave., Third Floor
New Orleans, LA 70113
504-566-0900

SBA Services
Attn.: Samuel Washington
7700 Edgewater Drive Suite 110
Oakland, Calif 94621
510-686-2300

SGM Engineering, Inc.
Attn.: Tony Shahnami
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Altamonte Springs, FL 32701
407-767-5188

SOFTCOMM
Attn.: Mohan Krishnan
2251 San Diego Ave., Ste. A-145
San Diego, CA 92110
619-299-2288

Tec-Masters, Inc.
Attn.: Bill Largen
1500 Perimeter Pkwy, Suite 215
Huntsville, AL 35806
(256) 721-9658

Thomas E. Blanchard & Associates, Inc.
Attn.: Thomas E. Blanchard
28632 County Road 480
McMillan, MI 49853
630-258-3874

Total Enterprise Asset Management Technologies LLC
Attn.: Peter M. Teigen
6483 NW 106 Terrace
Parkland, FL 33076
954.796.5896

Victory Agency
Attn.: Ms. Nike Alli
128 Circle Driveway
Teaneck, NJ 07666
201-926-8666

Virtual Technology Services, LLC
Attn.: Daniel Prado
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