

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE 1 OF PAGES 3

2. AMENDMENT/MODIFICATION NO. 1
 3. EFFECTIVE DATE See Block 16C
 4. REQUISITION/PURCHASE REQ. NO.
 5. PROJECT NO. (if applicable)

6. ISSUED BY
 CODE
Substance Abuse and Mental Health Services Administration
Division of Contracts Management, OPS
1 Choke Cherry Road, Room 7-1051
Rockville, Maryland 20857
 7. ADMINISTERED BY (if other than item 6)
 CODE

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)
All Offerors
RFP Titled: National Laboratory Certification Program
 9A. AMENDMENT OF SOLICITATION NO.
277-08-0215
 9B. DATED (SEE ITEM 11)
March 20, 2008
 10A. MODIFICATION OF CONTRACT/ORDER NO.
 10B. DATE (SEE ITEM 13)
 CODE FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

9 The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers **9** is extended, **ξ** 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 ACKNOWLEDGEMENT 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)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

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 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 heading, including solicitation/contract subject matter where feasible.)

The purpose of this amendment is to provide the questions and answers.

The Due Date for proposals is April 18, 2008 and is not extended.

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remain 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)
Lynn Tantardini
Contracting Officer
 15B. CONTRACTOR/OFFEROR 15C. DATE SIGNED 16B. UNITED STATES OF AMERICA 16C. DATE SIGNED
 (Signature of person authorized to sign) by (Signature of Contracting Officer)
 NSN 7540-01-152-8070 30-105 STANDARD FORM 30 (REV. 10-83) Prescribed by GSA

SAMHSA Solicitation No. 277-08-0215, U.S. Counties along the Mexican Border Initiative, as follows:

1. Q. Cover Letter: Please clarify the actual RFP Number. This section has two different numbers: 277-08-0215 and 280-08-0215. Which is the correct number?

1. A. The correct number is 277-08-0215.

2. Q. Is there an incumbent for this solicitation? If so, who is it and what was the value of the contract?

2. A. There is an incumbent performing similar work, they are Affirma located in CA, however this project is specifically looking for an organization located in the Border area and can provide staff with cultural and linguistic abilities familiar with the target population.

3. Q. In the Instructions to Offerors on page 35 of 47: Please clarify whether resumes are excluded from the Appendix. The cover letter says resumes are not included, but the reference to resumes on page 35, (4) is not clear.

3. A. Resumes are not counted against the page count but are limited to 2 pages.

4. Q. For Task 2: Please clarify the number of participants. Is total participation:

- 15 persons total, including federal representatives? Or
- 15 persons for each of the 24 counties? Or
- 15 persons per state?

4. A. It should be 15 persons total not including federal representatives and made of members from the four States that make up the 24 counties.

5. Q. Additional questions for Task 2 include the following:

- Does the contractor pay for just 15 people, regardless of the total number of participants?
- How many consultants/presenters should the contractor provide for each meeting?
- Should the contractor budget for pre-conference planning meetings? If so, approximately how many should be included?

5. A. The contractor should pay for only 15 participants.

The contractor should provide one consultants/presenters.

The contractor should provide a written budget proposal for the pre-conference planning.

6. Q. For Task 3: Please provide information for budgetary purposes, particularly:

- The number of TA events per year (including phone, e-mail, and travel)
- The number of TA trips per year
- The number of TA events that are required to be webinars.

6. A. The contractor should conduct three to six T/TA per year. If they conduct three it should be 1 phone, 1 e-mail/webinars, 1 trip that includes one consultant/presenter. If they do conduct six it will be 2 phone, 2 e-mails/webinars, 2 trips that includes one consultant/presenter. They T/TA will start in years 2 through 5.

7. Q. For Task 7: Please clarify the following sentence in Subtask 7.1: For other graphics tasks, the contractor shall be prepared to provide a four (4) business day production cycle, from the draft to the final, allowing four (4) days for the GPO's approval.
- Does the four business day production cycle follow this timeline: four days to produce a draft, four days for GPO approval, then four days to produce final? If not, how does the GPO approval fit into the four business day production cycle?

7. A. The answer to this question is four days to produce a draft, four days for GPO approval, and then four days to produce final.

8. Q. Task 8: Please clarify the following sentence in Subtask 8.1: At the CO's discretion, participate up to three (3) meetings with the new contractor to implement a smooth transition...
- Are the three meetings with the new contractor to be weekly conference calls or face-to-face meetings?

8. A. It should be one meeting face-to-face instead.

9. Q. On pg. 19 of Attachment 1: Contract Extension Options, please clarify the total number of years for the project. This section specifies 1 base year with 3 option years, but the cover letter specifies 1 base year with 4 option years.

9. A. The contract will be for a base year and 4 option years.

10. Q. In Attachment 4, Packaging and Delivery of Proposal, please clarify the delivery address for the U.S Postal Service and the overnight carrier service. This section specifies Room 7-1065, but the cover letter specifies Room 7-1051.

10. A. Either room would be acceptable – the room 7-1065 is Sophia Janus's room and 7-1051 is the main entrance at DCM where items are stamped in at – please deliver to 7-1051.

11. Q. In regards to the Award Fee, the table on page 4 of 47 shows the estimated cost, base fee, award fee possible, and the total estimated cost. As part of the cost proposal should the award fee be written in as part of the budget based on this table?

11. A. Yes, you should reflect in your budget the estimated cost and the base fee (%) based on that estimated cost, in addition you reflect the award fee (%) based on the estimated cost, the total of the three lines become the total estimated cost for this project.