

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE PAGE OF PAGES
1 15

| | | | |
|--|---|----------------------------------|--------------------------------|
| 2. AMENDMENT/MODIFICATION NO. 0002 | 3. EFFECTIVE DATE 09/03/08 | 4. REQUISITION/PURCHASE REQ. NO. | 5. PROJECT NO. (If applicable) |
| 6. ISSUED BY CODE Federal Communications Commission 445 12th Street, SW Washington, DC 20554 | 7. ADMINISTERED BY (If other than Item 6) CODE | | |

| | | |
|---|---------------|--|
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ALL GSA MOBIS, FABS SCHEDULE 520 & IT SCHEDULE 70 FEDERAL SUPPLY SCHEDULE OFFERORS | (X) | 9A. AMENDMENT OF SOLICITATION NO. RFQ08000031 |
| | X | 9B. DATED (SEE ITEM 11) 08/18/08 |
| | | 10A. MODIFICATION OF CONTRACT/ORDER NO. |
| | | 10B. DATED (SEE ITEM 11) |
| 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 1 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 your 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)

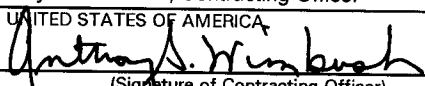
13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

| | |
|-----------|---|
| CHECK ONE | 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.)
This amendment serves to address questions received. This amendment also extends the quotation due date to September 12, 2008 at 4:00 pm EST. Accordingly, see following pages.

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) Anthony S. Wimbush, Contracting Officer | | |
| 15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer) | 16C. DATE SIGNED 09-03-08 |

**QUESTIONS AND ANSWERS (Q&A'S) TO RFQ08000031 FOR FCC'S
FINANCIAL CHANGE MANAGEMENT SUPPORT SERVICES**

The following is a compilation of questions received in response to RFQ08000031 and the Government's responses. The questions and comments are listed in the order they were received and appear as they were received. In the event of an inconsistency between these responses and the RFQ, the RFQ shall govern.

Q1. Who is the incumbent contractor?

A1. *This is a new requirement. There is no incumbent contractor.*

Q2. What is the financial management system currently in place?

A2. *Federal Financial System, (FFS) proprietary software of CGI-Federal*

Q3. It is unclear in the RFQ whether the three sections of the Technical Proposal (Management, Technical, and Past Performance) are to be provided in a single tabulated binder or in three separate binders. It is this contractor's reading that the Government desires the former – a single folder with all three "volumes" presented therein. Is this correct?

A3. *Prospective contractors may submit the volumes in one binder of multiple binders.*

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A4. *Two (2); Also see "Technical Quote Instructions".*

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A5. *Both sides of the 10 double-sided pages may be utilized.*

Q6. It appears the Government would like Attachment 8 filled out and submitted electronically. Is this correct?

A6. *Email or written submissions or acceptable.*

Q7. The RFQ states " This solicitation will be posted on the FCC website at: www.fcc.gov/omd/contracts/preaward/. It is the responsibility of each interested vendor to monitor this website for any updates and amendments." However, this URL is non functional (Error: " Not Found The requested object does not exist on

this server. The link you followed is either outdated, inaccurate, or the server has been instructed not to let you have it.). Please advise where any information can be obtained above and beyond the RFQ.

A7. *The correct email address is www.fcc.gov/omd/contracts/pre-award/.*

Q8. On page 4 of 8 of the RFQ, Section C (providing the instructions for the Past Performance and Corporate Experience Sections), subsections C1 and C2 contain identical text. Specifically:

“Quoters are required to describe their corporate change management and communications corporate experience on contracts of with similar size, scope, and complexity to the change management and communications activities identified in the PWS.

Quoters shall describe past performance that is similar to the current requirement. Quoters shall identify up to six (6) comparable efforts performed during the last three years by client, date completed, type of work, client telephone number, client address, contract number contract type, and total contract value.”

Does the Government desire the same information to be presented in two separate places, or did the Government intend for C1 Past Performance to represent the answers to the questionnaires in Attachment 8?

A8. *Subsections C1 and C2 do not contain identical text. Past performance is a measure of how well a corporation performed whereas; corporate experience is merely the fact that the corporation did the task. Past performance experience may be used to satisfy the corporate experience requirement as long as it meets the specified criteria.*

Instructions, Page 4 – Section C.

The instructions request both “past performance” and “corporate experience”. Under Past Performance, the Government requests “corporate change management and communications past performance history” and, under Corporate Experience, the Government requests “corporate change management and communications corporate experience”.

Q9a. Please clarify the difference between the terms “past performance” and “corporate experience”.

A9a. *See A8*

Q9b. Please clarify whether the comparable efforts identified to satisfy the past performance requirement must be different from and independent of the comparable efforts identified to satisfy the corporate experience requirement.

A9b. *See A8*

Instructions, Page 5-

Paragraph 2 states that "...The personnel proposed must be available to be assigned to the project".

Q10. Please clarify whether all proposed personnel must be bid as key or whether the contractor is to make the determination about who is key.

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Instructions, Page 3-

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Please clarify whether submitted resumes can include relevant experience that extends back farther than three years, if there is also relevant experience that is within the past three years.

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Performance Work Statement, Page 6-

Q12. Section 4.6, paragraph 2 states that "The Contractor shall prepare an analysis that identifies and describes the data that needs to be migrated to the new system and produce a data conversion plan. Once the data clean-up is complete, the Integration Contractor shall convert the data for migration into the new financial system."

Please confirm that the development of a Data Conversion Plan is not a requested task of the systems integration contractor, which could result in duplicate contractor efforts.

A12. *The development of a Data Conversion Plan is not a requested task of the systems integration contractor.*

Q13. Past Performance Questionnaire (Attachment 8)-
Section 1 states "...did you inform your client that a past performance questionnaire must be completed and returned to FCC by September 1, 1008 and that a FCC representative...". Section 2 states "...Did you inform your client that the PPQ must be completed and returned to FCC by September 1, 2008..."

Please confirm that the due date for the completed past performance questionnaires is September 1, 2008 and not the proposal due date of September 8, 2008.

A13. *Past performance questionnaires will be due on or before quotation submission date of 09/12/08.*

Non-Disclosure Agreement (Attachment 1)-

Q14a. Please clarify whether the FCC requires that respondents complete the NDA at the corporate level (one for the organization) or individual level (one for each individual contributing to crafting the organization's response to RFQ08000031)?

A14a. *NDAs are required one per individual.*

Q14b. If the FCC requires an NDA at the organization level, please confirm whether the FCC requires an NDA be signed by each teaming partner/subcontractor as well?

A14b. *See A14a.*

Instructions, page 1 and page 8-

Instructions, Paragraph 1 states that "...if you are interested in this acquisition, you may participate by submitting your response in accordance with the following instructions. Submission shall be via email." However, Instructions, page 8 indicates that "...the quotation shall be provided in writing and electronically via CD-ROM.....hard copies and electronic copies in CD-ROM of quotes shall be delivered to the FCC Warehouse.....".

Q15. Please confirm the manner in which the FCC requires respondents to submit their responses.

A15. *Reference to submission requirements in 1st paragraph is deleted. Submissions shall be in accordance with "Submission Requirements".*

Instructions Letter – Technical Instructions page 3-

It states that responses should be provided "in written format and electronically on a compact disc (CD), formatted for personal computers using Microsoft software, with one back-up copy, plus one (1) original and four (4) paper copies."

Q16. Please clarify whether the Government is requesting that a second compact disc with an electronic version of the response be provided.

A16. *See A4.*

RFQ, Page 7 of 8, Special Note:

Q17. What is meant by "a subsequent related requirement"?

A17. *“A subsequent related requirement” refers to solicitation RFQ07000021, “Core Financial Replacement Requirement”.*

Q18. We are a small business on a team for the Core Financial System Replacement (CFSR) Project (RFQ07000021). Are we precluded from submitting a proposal for the Financial Change Management Support Services RFQ as a prime on another team? If so, please explain the conflict of interest.

A18. *No. You are not precluded from submitting a proposal.*

Q19. We are a small business on a team for the Core Financial System Replacement (CFSR) Project (RFQ07000021). Are we precluded from submitting a proposal for the Financial Change Management Support Services RFQ as a sub on another team? If so, please explain the conflict of interest.

A19. *No. See A17.*

Q20. When and how is a conflict of interest determined regarding these two proposals (FCC RFQ07000021 and RFQ08000031) in order for a vendor to decide whether it can submit a proposal?

A20. *See “Special Note.” **SPECIAL NOTE: The selected successful quoter will be excluded from competing for a subsequent related requirement for hosting, implementation, migration, and integration services.***

Q21. For conflict of interest purposes, is it the government’s intent to award the Financial Change Management Support Services contract before the Core Financial System Replacement (CFSR) Project contract?

A21. *It is the Government’s intent to award both requirements prior to year end.*

The following questions are directed to RFQ Instruction Letter of the solicitation documents.

Q22a. Related to the Past Performance requirement (page 4 of 8), does the “not to exceed 10 pages” apply to all six (6) past performance totally or individually?

A22a. *As noted in the instructions, there is no page limitation on past performance information.*

Q22b. Are we limited to 10 pages for all six (6) past performances or would the total limitation be 60 pages (10 pages x 6 past performances)?

A22b. *See A22a*

Q23. Related to “the Government intends to award without discussion” (page 5 of 8) mean there will be no proposal orals and/or requests for BAFOs?

A23. *No orals are required. Final Proposal Revisions (FPRs) are not required as this is a FAR Part 8 procurement.*

Q24. What services does FCC consider as “related requirement for hosting, implementation, migration, and integration services” (page 7 of 8)?

A24. *See A17.*

The following question nos. Q25a. through Q32. are directed to Enclosure 1 of the solicitation documents.

Q25a. Has the FCC selected the COTS product/system for the replacement Financial Management System? (Page 3 of 23)

A25a. *No.*

Q25b. If so, what is/are the products selected? Have these products been procured? What was the selection criteria?

A25b. *See A25a.*

Q26. What role/function will the Department of Interior’s National Business Center (NBC) Federal Financial Services (FFS) provide during and after the implementation of FCC’s new financial management system?

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Q28. Would FCC share the CONOPS and Stakeholder Analysis, Change Management / Communication Plan? (Page 5 of 23)

A28. *The CONOPs are included as an electronic attachment to this amendment. The other requested documents will not be released.*

Q29. Has FCC identified which specific financial processes that would have to be reengineered? (Page 5 of 23)

A29. *No. See broad areas defined in the CONOPS.*

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A30. *See Sections 5.2 and 5.3 of Enclosure 1.*

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A33. *See A21.*

Q34. In Technical Quote Instructions, Section C Past Performance/Corporate Experience (Volume 3), Quoters are asked to identify up to six Past Performances, and later under Corporate Experience, are asked to describe six comparable efforts. Is it the FCC's expectation that the six Past Performance are mutually exclusive from the six Corporate Experience Contracts?

A34. *No. See 9a and 9b.*

Q35. It has come to our attention that the Past Performance Questionnaires are confusing, in that they appear to have contradictory instructions regarding whether the bidder itself or the referenced customer is supposed to complete the form(s) and submit them to your attention.

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