

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT		1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. PR-CI-07-11333/0001	3. EFFECTIVE DATE 04/09/08	4. REQUISITION/PURCHASE REQ. NO. PR-CI-07-11333	5. PROJECT NO. (If applicable)
6. ISSUED BY Environmental Protection Agency Cincinnati Procurement Operations Division 26 W. Martin Luther King Drive Cincinnati, OH 45268		7. ADMINISTERED BY (If other than item 6) CODE Not Applicable.	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) To All Offerors/Bidders.		(✓)	9A. AMENDMENT OF SOLICITATION NO. PR-CI-07-11333
		✓	9B. DATED (SEE ITEM 11) 03/24/08
			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 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 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.

(✓)	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.)

The purpose of this amendment is to answer questions received in response to the solicitation and make revisions to the solicitation as appropriate to the responses to the questions and to address omissions from the solicitation. Please see attached 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) DAVID H. PLAGGE	
15B. CONTRACTOR/OFFEROR <i>(Signature of person authorized to sign)</i>	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA <i>(Signature of Contracting Officer)</i>	16C. DATE SIGNED

NSN 7540-01-152-8070
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV 10-83)
Prescribed by GSA
FAR (48 CFR) 52.243

AMENDMENTS TO THE SOLICITATION

1. The attachment entitled "ANSWERS TO QUESTIONS RECEIVED IN RESPONSE TO THE SOLICITATION" has been added. The text is as follows:

The following questions have been received in response to the solicitation. Questions may have been slightly altered for clarity.

PERFORMANCE WORK STATEMENT Questions

Question 1: There are a number of subtasks in the PWS that require the expertise of a mid to senior level economist, however, there is no labor category listed for an economist in the cost proposal section (Attachment 7) of the solicitation. Is one of the labor categories supplied intended to include rates for an economist?

Answer: EPA inadvertently omitted the PL3 labor category of Environmental Economist/Planner. Listed below is the Labor Classification Definition of that position. In preparing the LOE chart, these hours were inadvertently added to the PL3 Statistician category. Please see the revised Cost Proposal Instruction, "Labor Classification/Position" of the **Level of Effort Distribution Table**.

Typical Title: Environmental Economist/Planner

Education: Master's Degree or equivalent

Experience: 5 years professional experience in economic aspects of environmental or quality management or protection.

Question 2: On Attachment 1, Page 1-3 of 14, URLs have been provided as locations in which a Water QMP and a Survey Management Handbook can be found. However, these links reference EPA Intranet sites that do not appear to be externally available. Will you please provide links where the documents may be accessed or will EPA provide copies of these documents?

Answer: The questioner is correct, these internal pages were incorrectly included. Relative to that section of the PWS, for the Office of Water Quality Management Plan, the correct external web link is: http://www.epa.gov/ow/programs/qmp_july2002.pdf. For the Survey Management Handbook, an external link does not exist so a copy will be provided with this amendment and added as Attachment 12 to the solicitation.

Question 3: What is the location for this project work "Technical Support for Coastal Pollution Issues PR-CI-07-11333"? Is the Florida coast part of the project work area?

Answer: This contract potentially provides support to the entire nation and the OWOW national program. That being said, there are occasions where scope is provided in individual states, including the State of Florida.

KEY PERSONNEL Questions

Question 1: Concerning Technical Evaluation Criterion II: DEMONSTRATED QUALIFICATIONS AND AVAILABILITY OF KEY PERSONNEL (Page 6-2 of 4), does EPA wish to see the qualifications of any of the other staff (P4-P1) who will work under a resulting contract beyond

those proposed for the five Key Personnel positions?

Answer: EPA will not be evaluating the qualifications of any personnel other than the Key Personnel under this particular criterion.

Question 2: Please clarify whether EPA intends offerors to provide resumes for any personnel other than the Key Personnel.

Answer: Offerors should provide brief resumes or credentials of other personnel being proposed in order to explain how those individuals proposed correspond or crosswalk with the offeror's cost proposal. These should be included as part of the cost proposal.

Question 3: Based on the instructions for Subcriterion II on page 5-3, EPA has stated no more than 10 individuals may be proposed to fill the Key Personnel positions and fulfill Technical Evaluation Criterion II. Please clarify whether offerors may include additional PL4 personnel in their cost proposals, and whether EPA requires any specific personnel information to be provided for these additional staff in the technical proposal.

Answer: Under Technical Evaluation Criteria, Subcriterion II, EPA will be evaluating the demonstrated qualifications and availability of the proposed Key Personnel. EPA has stipulated in the Technical Proposal Instructions that no more than two individuals shall be proposed to comprise a Key Personnel position.

Offerors may propose PL4 personnel in addition to the proposed Key Personnel in their Cost Proposal, but they will not be evaluated under Subcriterion II. Please see the response to Key Personnel Question 2.

COST PROPOSAL QUESTIONS

QUESTION 1: The list of ODCs and Travel provided on page 7-9 of the cost proposal instructions does not include any ODCs for laboratory analyses. However, the Performance Work Statement includes several references to the performance of chemical and biological analyses under this contract. Please indicate if EPA intends to list specific ODCs to cover laboratory analyses.

Answer: EPA does not intend to list a separate category ODC category for laboratory analyses. The costs associated with laboratory analyses is included in the category for Supplies.

QUESTION 2: Does the chart specifying LOE allocations referenced in (h) on page 7-4 (Development of Cost Proposal) that is required to be included in the technical proposal as well as the cost proposal count towards the technical proposal page limit?

ANSWER: Yes, the chart in the technical proposal does count against the page limit.

TECHNICAL PROPOSAL INSTRUCTIONS (PAGE LIMITATIONS)

Question 1 Based on the instructions in paragraph 1 on page 5-2, please clarify if foldout pages can be larger than 8.5" x 11", as long as its folded size meets the 8.5" x 11" requirement.

Answer: Yes. Based upon this question EPA is adding the following restrictions on fold out pages. Offerors are limited to no more than five (5) fold out pages in their technical proposal. Fold out pages shall be no larger than two 8.5” x 11” pages.

Question 2. Paragraph 1 on page 5-2 specifies that type shall not be smaller than 11 point Times New Roman font, or similar for text and tables. Would EPA allow the use of either Times New Roman 9 point or 10 point font to be used in large tables?

Answer: Relative to tables in an offeror’s proposal, EPA is willing to accept a font that is no smaller than 9 point Times New Roman.

Question 3. Does an introduction to our QMP count toward the page limit?

Answer: An “Introduction” within the Quality Management Plan does not count towards the page limitation. If the “Introduction” is not part of the “Quality Management Plan”, then it would count towards the page limitation.

Question 4. Does an executive summary (separate from a cover letter) count as part of the page limit?

Answer: Yes

DEFINITIONS OF LABOR CLASSIFICATIONS

Question 1 On page 8-2 of the RFP (“Definition of Labor Classifications”), the description of experience for both the Senior Marine Biologist and the Senior Oceanographer are identical, as shown below. Please confirm if this is correct. If so, please clarify how EPA intends an offeror to differentiate these roles.

Experience: 10 years professional experience in biology, aquatic biology, or ecology. Five of those years of experience should in assessing ecological effects of environmental contamination.

Answer: The experience requirements provided are generic in nature. Specific experience of individuals will more clearly demonstrate expertise in specific disciplines.

SECTION L Question

Question: Section L.17 (EPA Green Meetings and Conferences) on page L-9 requires the offeror to provide information about environmentally preferable features and practices our facility will have in place for “the EPA event described in the solicitation.” This section also states that we should include “Green Meeting” information in our “quotation so that (EPA) may consider environmental preferability in selection of (EPA’s) meeting venue.” Please clarify to what EPA event this section refers. In addition, please indicate whether an offeror should provide information about Green Meetings and Conferences in the technical proposal (i.e., part of the 150 page limit), the cost proposal, or in a supporting statement.

Answer: There is no specific EPA event but rather those events for which the resultant contractor

would provide support for under Performance Work Statement paragraph 3.6, "*Support for Technical and Public Outreach Activities.*" In lieu of the fact that EPA cannot provide a specific event, it is removing the referenced provision from the solicitation to avoid potential confusion.

2. The Section I clause entitled "PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA (FAR 52.215-10) (OCT 1997)" has been added. It has been incorporated by reference.

3. The Section I clause entitled "PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA--MODIFICATIONS (FAR 52.215-11) (OCT 1997)" has been added. It has been incorporated by reference.

4. The Section I clause entitled "REQUIREMENTS FOR COST OR PRICING DATA OR INFORMATION OTHER THAN COST OR PRICING DATA--MODIFICATIONS (FAR 52.215-21) (OCT 1997) ALTERNATE IV (OCT 1997)" has been added. The text is as follows:

(a) Submission of cost or pricing data is not required.

(b) Provide information described below:

The format of any submission would be similar to that required in the Cost Proposal Instructions provided in the solicitation against which the contract was awarded.

5. The Section L clause entitled "EPA GREEN MEETINGS AND CONFERENCES (EPAAR 1552.223.71) (MAY 2007)" has been deleted.

6. The attachment entitled "COST PROPOSAL INSTRUCTIONS" is amended to reflect the addition of a PL3 in the "Labor Classification/Position" of the **Level of Effort Distribution Table**. The **Level of Effort Distribution Table** in the attachment is amended as follows:

Level of Effort Distribution Table

	Base Period	Base Period	Option Period 1	Option Period 1	Option Period 2	Option Period 2	Option Period 3	Option Period 3	Option Period 4	Option Period 4	Total
Labor Classification/Position	BASE LOE	Optional LOE	Base LOE	Optional LOE	Base LOE	Optional LOE	Base LOE	Optional LOE	Base LOE	Optional LOE	
P-4											
Program Manager	300	330	300	330	300	330	300	330	300	330	3,150
Senior Chemist	550	605	550	605	550	605	550	605	550	605	5,775
Sr. Marine Systems Eng.	550	605	550	605	550	605	550	605	550	605	5,775
Sr. Marine Biologist	550	605	550	605	550	605	550	605	550	605	5,775
Sr. Oceanographer	550	605	550	605	550	605	550	605	550	605	5,775
TOTAL P-4	2,500	2,750	2,500	2,750	2,500	2,750	2,500	2,750	2,500	2,750	26,250
P-3											
Chemist	900	1,000	900	1,000	900	1,000	900	1,000	900	1,000	9,500
Marine Biologist	450	500	450	500	450	500	450	500	450	500	4,750
Aquatic Biologist	450	500	450	500	450	500	450	500	450	500	4,750
Environmental Economist/Planner	450	500	450	500	450	500	450	500	450	500	4,250
Statistician	450	500	450	500	450	500	450	500	450	500	4,250
Systems Analyst	450	500	450	500	450	500	450	500	450	500	4,750

Marine Systems Engineer	225	240	225	240	225	240	225	240	225	240	2,325
Toxicologist	225	240	225	240	225	240	225	240	225	240	2,325
Oceanographer	225	240	225	240	225	240	225	240	225	240	2,325
Environmental Engineer	225	240	225	240	225	240	225	240	225	240	2,325
Supervisory Field Scientist	450	500	450	500	450	500	450	500	450	500	4,750
TOTAL P-3	4,500	4,960	4,500	4,960	4,500	4,960	4,500	4,960	4,500	4,960	47,300
P-2											
Computer Programmer	150	165	150	165	150	165	150	165	150	165	1,575
Junior Chemist	225	250	225	250	225	250	225	250	225	250	2,375
Junior Marine Biologist	225	250	225	250	225	250	225	250	225	250	2,375
Junior Statistician	150	165	150	165	150	165	150	165	150	165	1,575
Writer/Editor	75	80	75	80	75	80	75	80	75	80	775
Junior Toxicologist	150	165	150	165	150	165	150	165	150	165	1,575
Junior Environmental Engineer	150	165	150	165	150	165	150	165	150	165	1,575
Hydrologist	150	165	150	165	150	165	150	165	150	165	1,575
Environmental Scientist	150	165	150	165	150	165	150	165	150	165	1,575
Financial Analyst	75	80	75	80	75	80	75	80	75	80	775
TOTAL P-2	1,500	1,650	1,500	1,650	1,500	1,650	1,500	1,650	1,500	1,650	15,750

P-1											
Computer Programmer	75	85	75	85	75	85	75	85	75	85	800
Junior Chemist	200	220	200	220	200	220	200	220	200	220	2,100
Junior Marine Biologist	200	220	200	220	200	220	200	220	200	220	2,100
Junior Statistician	75	85	75	85	75	85	75	85	75	85	800
Writer/Editor	75	85	75	85	75	85	75	85	75	85	800
Junior Toxicologist	75	85	75	85	75	85	75	85	75	85	800
Junior Environmental Engineer	75	220	75	220	75	220	75	220	75	220	1,475
Lab Technician	200	85	200	85	200	85	200	85	200	85	1,425
Hydrologist	75	85	75	85	75	85	75	85	75	85	800
Environmental Scientist	75	85	75	85	75	85	75	85	75	85	800
Financial Analyst	75	85	75	85	75	85	75	85	75	85	800
TOTAL P-1	1,200	1,340	1,200	1,340	1,200	1,340	1,200	1,340	1,200	1,340	12,700
Technician Level 3	300	300	300	300	300	300	300	300	300	300	3,000
Clerical	500	550	500	550	500	550	500	550	500	550	5,250
TOTAL LOE HOURS	10,000	11000	10,000	11,000	10,000	11,000	10,000	11,000	10,000	11,000	105,000

ODCs and Travel - Base Quantity					
<u>Category</u>	<u>Base Period</u>	<u>Option Period 1</u>	<u>Option Period 2</u>	<u>Option Period 3</u>	<u>Option Period 4</u>
Travel	\$25,000	\$25,375	\$25,756	\$26,142	\$26,534
Report Reproduction	\$30,000	\$30,450	\$30,907	\$31,370	\$31,841
Supplies	\$25,000	\$25,375	\$25,756	\$26,142	\$26,534
Telephone	\$20,000	\$20,300	\$20,605	\$20,914	\$21,227
Facilities Rental	\$5,000	\$5,075	\$5,151	\$5,228	\$5,307
Postage	\$5,000	\$5,075	\$5,151	\$5,228	\$5,307
Express Mail	\$15,000	\$15,225	\$15,453	\$15,685	\$15,920
Total	\$125,000	\$126,875	\$128,778	\$130,710	\$132,670

ODCs and Travel - Optional Quantity					
<u>Category</u>	<u>Base Period</u>	<u>Option Period 1</u>	<u>Option Period 2</u>	<u>Option Period 3</u>	<u>Option Period 4</u>
Travel	\$25,000	\$25,375	\$25,756	\$26,142	\$26,534
Report Reproduction	\$30,000	\$30,450	\$30,907	\$31,370	\$31,841
Supplies	\$25,000	\$25,375	\$25,756	\$26,142	\$26,534
Telephone	\$20,000	\$20,300	\$20,605	\$20,914	\$21,227
Facilities Rental	\$5,000	\$5,075	\$5,151	\$5,228	\$5,307
Postage	\$5,000	\$5,075	\$5,151	\$5,228	\$5,307
Express Mail	\$15,000	\$15,225	\$15,453	\$15,685	\$15,920
Total	\$125,000	\$126,875	\$128,778	\$130,710	\$132,670

9. The attachment entitled "SURVEY MANAGEMENT HANDBOOK" has been added.