

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES
2. AMENDMENT/MODIFICATION NO. PR-HQ-06-15477/0007	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO. PR-HQ-06-15477		5. PROJECT NO. (If applicable)
6. ISSUED BY Environmental Protection Agency Bid and Proposal Room, Ariel Rios Building (3802R) 1200 Pennsylvania Avenue, N.W. Washington, DC 20460		7. ADMINISTERED BY (If other than item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)			(✓)	9A. AMENDMENT OF SOLICITATION NO. PR-HQ-06-15477
			✓	9B. DATED (SEE ITEM 11) 03/22/07
				10A. MODIFICATION OF CONTRACT/ORDER NO.
CODE				10B. DATED (SEE ITEM 13)
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 modification is to: 1.) Provide questions and answers; 2.) extend the deadline for submission of proposals to 4 June 2007; 3.) update clause G.8 and Table 1 of the Government-furnished facilities information; and 4.) update Technical Exhibit 1.

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)	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

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30-105

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

AMENDMENTS TO THE SOLICITATION

1. The deadline for submission of proposals has been extended. Proposals are now due on 4 June 2007 at 1:00pm local time.

2. The Section G clause entitled "GOVERNMENT PROPERTY--FACILITIES USE (EP 52.245-130) (APR 1984)" has been modified. The text is as follows:

In the performance of this contract, the Contractor is authorized to use on a no-charge, noninterference basis, the following Government-owned EPA facilities.

Robert S. Kerr Environmental Research Center
919 Kerr Research Drive
Ada, OK

National Vehicle and Fuel Emissions Laboratory
2565 Plymouth Road
Ann Arbor, MI

960 College Station Road
Athens, GA 30605-2700

26 West Martin Luther King Drive
Cincinnati, OH 45268

Western Ecology Division
200 SW 35th Street
Corvallis, OR 97333-4901

**US EPA NEIC
Building 25, Denver Federal Center
Denver, CO 80225**

Mid-Continent Ecology Division
M6201 Congdon Blvd
Duluth, MN 55804-2595

2890 Woodbridge Avenue, Bldg 10
Edison, NJ 98837-3679

Large Lake Research Station
9311 Groh Road
Grosse Ile, MI 48138-1697

Ecology Division
1 Sabine Island Drive
Gulf Breeze, FL 32561-5299

944 East Harmon
Las Vegas, NV 89119-3478

National Air & Radiation Environmental Laboratory
540 South Morris Avenue
Montgomery, AL 31165-2601

Atlantic Ecology Division
27 Tarzwell Drive
Narragansett, RI 02882

Western Ecology Division
2111 SE Marine Science Drive
Newport, OR 97365

109 Alexander Drive
Research Triangle Park, NC 27709

2777 Crystal Drive
Arlington, VA

EPA Headquarters
Federal Triangle
Washington, DC

2. While Contractor personnel are at the Government Facility, the Contractor is responsible for compliance with all laws, rules and regulations governing conduct with respect to health and safety as they relate not only to their employees and agents, but also to other personnel who are Government employees or agents of the Government, and to property at the site regardless of ownership.

3. When the Contractor's team arrives at the Government facility, the team leader will make detailed arrangements with the Project Office for access to and availability of the property, services, and space as listed hereafter.

4. While on Government premises and in possession of Government property, the Contractor is considered to be a bailee for hire, and subject to all duties thereof.

3. The attachment entitled "MODIFICATION 0007 ADDITIONAL CHANGES" has been added. The text is as follows:

A. The PWS Table 1. Available Facility Space (Estimated) Has been updated. The latest version of the PWS incorporating this information can be downloaded at the following address:

http://www.epa.gov/oamhpod1/adm_placement/0615477/pws.doc

B. Attachment 2 - Technical Exhibit 1 - EPA Headquarters Site Locations and Users has been updated. The updated attachment can be downloaded at the following address:

http://www.epa.gov/oamhpod1/adm_placement/0615477/te1.xls

4. The attachment entitled "RESPONSES TO QUESTIONS/COMMENTS MODIFICATION 0007" has been added. The text is as follows:

**Response to ITS-UP Questions PR-HQ-06-15477
05/16/07**

Q1: 1.3.2 Working Capital Fund

Does the SP need to provide billing information for printer consumables? If yes, will these consumables be billed at the printer level by department/office or by the end user level?

A1: The Agency expects a per seat cost for all ITS UP deployed seats to be inclusive of all equipment, supplies and support as outlined in Section 2 of the PWS (exclusive of paper and optional services in 2.5.)

Q2: 1.3.4 Assistive Technology Center

Are there any printer requirements regarding 508 compliance beyond this technology center? Are there any specific requirements regarding this Center that need to be incorporated from a technical perspective?

A2: Federal regulations require that all electronics must be Section 508 compliant. See Section 3.8. Requirements for the Center are articulated in Section 2.4.2.6

Q3: 2 Technical Requirements, Paragraph 2

What are the specifics around the coordination of the disposal of the old devices? Is there a process in place today that the SP needs to work within? Or is the SP required to provide a solution for disposal of devices?

A3: The guidelines are provided in the EPA Personal Property Policy and Procedures Manual referenced in TE 7. (attached)

Q4: Does the EPA require dynamic usage reporting from output devices? For example, at any point in time does the EPA require that they be able to look at a report of toner usage by device; asset lists of devices by serial number, IP address; service reports by device by serial number, etc. Please describe what type of reports would be required.

A4: Refer to the PWS for this information, Section 7.

Q5: Technical Requirements, Paragraph 3

Please define ownership of software as typically software vendors provide usage privileges not ownership rights for software.

A5: The intent is the same - ownership or license or usage privilege

Q6: Technical Requirements, Paragraph 4

What are EPA strategic goals for IT? How are printers to be addressed under the different type of ITS UP seats of Standard and Premier? Are all printers either one of the other; or are they as assigned to a standard and or premier seat? What if a networked printer is assigned to each type of seats (i.e. one networked seat is a Standard seat and the other is a Premier seat?)

A6: The Agency will not specify how the requirements of the PWS are met. The Agency is asking that the potential service providers propose a solution that meets the requirements of the PWS.

Q7: PWS Section 2.1.1

Does the tracking of requests also include the tracking of toner cartridges being requested and shipped? Will this include date of toner request, ship date and received date dynamically through an on-line website?

A7: The Agency will not specify how the requirements of the PWS are met. The Agency is asking that the potential service providers propose a solution that meets the requirements of the PWS.

Q8: PWS Section 2.1.4

Does the EPA require that toner be stored at the EPA site facility or delivered just in time (i.e. next day on-site) to a printer requiring toner? Will the EPA require electronic device monitoring to ensure that toner levels are maintained? If yes, will the monitoring software be required to send alerts to the Help Desk to notify the SP that toner is low? Is it the responsibility of the SP to install the toner cartridges in all locations?

A8: The Agency will specify how the requirements of the PWS are met. The Agency is asking that the potential service providers propose a solution that meets the requirements of the PWS. It is the responsibility of the SP to install toner cartridges at all locations listed in TE1.

Q9: PWS Section 2.1.3 Security

Does the EPA have any specific security requirements around output devices?

A9: No.

Q10: PWS Section 2.1.5a Working Capital Fund

Does this include toner usage to each accountable user or the printer that they are associated with? How will the cost center information be provided to the SP?

A10: The Agency expects a per seat cost for all ITS UP deployed seats to be inclusive of all equipment, supplies and support as outlined in Section 2 of the PWS (exclusive of paper and optional services in 2.5.)

Q11: PWS Section 2.1.6 Printing Services

Paragraph one refers to all On-site users. Is this to mean that the Alternate Work Location users will not be included in the printing services described below?

A11: Yes

Q12: Does a quantitative analysis mean that the SP should count all of the devices, take page counts, map the current devices to a floor plan to show placement of equipment prior to recommendations. What other quantitative data does the EPA require?

A12: The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements of the PWS.

Q13: Does a qualitative analysis mean surveying end users for usage requirements? Does it also mean review of workflows and other business

processes related to the usage and placement of devices? It is not clear if the government plans to replace the entire printer fleet with new devices or redeploy a combination of existing or new. If so, please provide make, model, specifications, age, and usage. If the printers are to be redeployed are they going to GFE to the SP and if so, please provide a list of all devices, to include specification, date deployed, usage, make, model, printed pages to date.

A13: The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements of the PWS.

Q14: Will the recommendation of the device placement be mandated to the EPA end users? Will there be an exception policy for additional devices that will allow the SP relief for additional charges based on the fact that the recommendations by the SP were not followed. Is the plan to include all printers, copiers and fax machines?

A14: Refer to Section 2.1.6 The plan is to address the print needs of the Agency.

Q15: Is the 1:5 printer to user ratio only an exercise for this RFP? If no, what happens if the results of the quantitative and qualitative analysis produce ratios that are higher or lower in particular areas due to geography, workflow, business requirements, etc.

A15: This is an overall target for this RFP.

Q16: Should the 25% of all printers to individual office spaces be added to the 2,800 devices or should 25% of the 2800 devices be allocated to individual office spaces.

A16: The latter, as indicated in the PWS 2.1.6, these are a percentage of the printer fleet, not in addition to the printer fleet.

Q17: Is it a requirement that these devices also be networked and subject to the same services for toner replenishment, etc?

A17: All printers deployed through ITS UP will be subject to the toner replenishment. The Agency will not specify how the requirements of the PWS are met, but is asking that the potential service providers propose a solution that meets the requirements of the PWS. It is the responsibility of the SP to install toner cartridges at all locations listed in TE1.

Q18: Will these devices still be required to print 30 ppm? Should they be color or mono devices? Will they require duplexing?

A18: As stated in the PWS, all shared printers will be duplex capable with duplexing set as the default for all users. Please refer to Section 2.1.6 for Agency Requirement. The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements of the PWS.

Q19: Does this include color devices to be 30ppm?

A20: As stated in the PWS, all shared printers will be high speed (30+ ppm). Please refer to Section 2.1.6 for Agency Requirement. The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements.

Q21: Will all users be able to copy from these devices as well? Or print to only?

A21: The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements.

Q22: Are the 1% plotter and photo quality fleet in addition to the 2800 devices or a part of the 2800 devices?

A22: The latter, as indicated in the PWS 2.1.6, these are a percentage of the printer fleet, not in addition to the printer fleet.

Q23: After the device is de-installed is the SP to move it to a central location for pickup by some other service at the EPA, dispose of it in an environmentally safe manor, etc?

A23: Refer to Section 2.3 for de-provisioning requirements.

Q24: Install necessary software. Does that include print drivers? What access will the SP have to install such software?

A24: Yes. For the network, they will need to coordinate with other service providers for installation; for the desktops, they will have the responsibility for installation.

Q25: Does the EPA expect to store supplies at its facility or does the EPA prefer a just in time method of receiving toner and other supplies.

A25: The Agency will not specify how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements.

Q26: 2.4.2.2 Preventative Maintenance

Describe the monitoring services that the EPA is expecting for the printers. Is this electronic or manual?

A26: The Agency will not dictate how the requirements of the PWS are met but is asking that the potential service providers propose a solution that meets the requirements most cost effectively.

Q27: 2.4.2.5 Management of Loaner HW

Will there be a requirement for loaner printers? If yes, will it be color or mono devices?

A27: Not at this time.

Q28: 2.2.3.4 (sic 2.4.3.4) Support for Users at Alternate Work Locations

In the Printing Services section it does not look like these locations will be included in the Printing Services.

A28: Correct.

Q29: Paragraph 1 here states that the SP is not expected to pickup or arrange for delivery of equipment at non-EPA locations. But section e. of this part states that the SP will coordinate receipt of equipment to a location where on-site support is available.

A29: Correct. The SP is not expected to pickup or arrange for delivery of equipment, however they are expected to coordinate receipt of equipment to a location where on site support is available.