

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>		1. CONTRACT ID CODE	PAGE OF PAGES 1   4
2. AMENDMENT/MODIFICATION NO. <b>PR-R5-07-10015/0007</b>		3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO. <b>PR-R5-07-10015</b>
6. ISSUED BY <b>U.S. EPA Region V Contracts Section, 10th Floor 77 West Jackson Blvd Chicago, IL 60604</b>		7. ADMINISTERED BY (If other than item 6) <b>Not Applicable.</b>	5. PROJECT NO. (If applicable)
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  <b>To All Offerors/Bidders.</b>		(✓)	9A. AMENDMENT OF SOLICITATION NO. <b>PR-R5-07-10015</b>
		✓	9B. DATED (SEE ITEM 11) <b>09/27/07</b>
			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:**

**(A) Clarify that the entire proposal should be sent to the designee as shown in the Section L clause "Instructions for the Preparation of Proposals Alternate III (EPAAR 1552.215-72) (AUG 1999)" ; and**

**(B) Clarify the requirements for receipt of proposals.**

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
_____ <small>(Signature of person authorized to sign)</small>		_____ <small>(Signature of Contracting Officer)</small>	

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 "AMENDMENT 7 - DETAILED PROPOSAL RECEIPT DELIVERY INSTRUCTIONS" has been added. The text is as follows:

The purpose of this amendment is to:

(A) The entire proposal should be sent to the designee as shown in Section L Clause titled, "Instructions for the Preparation of Proposals Alternate III (EPAAR 1552.215-72) (AUG 1999).

(B) Clarify the requirements for receipt of proposal. The requirements are outlined below.

These instructions are in addition to the applicable requirements and clauses set forth in the Federal Acquisition Regulation (FAR) regarding proposal submission and late proposals. Please note that there are distinct addresses designated for proposal submission on the SF 33. Block 7 designates the location specified for delivery of hand carried/courier/overnight delivery service proposals while Block 8 indicates the address specified for receipt of proposals sent by U.S. Mail. Offerors are responsible for ensuring that their bids/proposals (and any amendments, modifications, withdrawals, or revisions thereto) are submitted so as to reach the Government office designated on the SF 33 prior to the designated date and time established for receipt. Offerors are also responsible for allowing sufficient time for the proposal to be processed through EPA's internal mail distribution system described below so as to reach the designated location for proposal receipt on time. Failure to timely deliver a proposal to the EPA Region 5 Acquisition Section on the 10<sup>th</sup> Floor of the Ralph Metcalfe Federal Building, which is the location designated for proposal receipt in blocks 7 and 8 of the SF 33, will render the proposal "late" in accordance with FAR 15.208 and disposition of the proposal will be handled in accordance with FAR 15.208 and 52.215-1. Offerors are cautioned that receipt of a proposal by the Agency's mail room or other central receiving facility does not constitute receipt by the office designated in the solicitation.

(1) U.S. Mail Delivery -SF 33 Block 8

Block 8 on the SF 33 indicates that bids/proposals sent by U.S. Mail must be timely received by the EPA Region 5 Acquisition Section on the 10<sup>th</sup> Floor of the Ralph Metcalfe Federal Building (METCALFE BUILDING), Mail Code MCC-10J.

Because EPA adheres to a centralized mail delivery system, any proposal submitted via U.S. Mail to the address specified in block 8 of the SF 33 is initially routed to EPA's mail handling facility in the Metcalfe Building, and then subsequently routed to the Acquisition Section located on the 10<sup>th</sup> floor.

The Acquisition Section, located on the 10<sup>th</sup> floor Metcalfe Building, is not co-located with the mail handling facility. Proposals sent by U.S. Mail, therefore, will not be considered "received" until such time as they are physically delivered via EPA's mail distribution system to the Acquisition Section on the 10<sup>th</sup> Floor of the Metcalfe Building. Offerors electing to

utilize the U.S. Mail for proposal delivery should therefore allow sufficient time prior to the designated time and date for bids/proposal receipt as specified in Block 9 of the SF 33 to allow for the internal routing for their bid/proposal to the Acquisition Section.

All bids/proposals submitted other than by U.S. Mail should utilize the Hand Carried/Courier/Overnight Delivery Service address specified in Block 7 of the SF 33.

(2) Hand Carried/Courier Delivery - SF 33 Block 7

Region 5's Acquisition Section, the designated place for receipt of hand delivered proposals is located on the 10<sup>th</sup> floor of the Ralph Metcalfe Federal Building, 77 W. Jackson Blvd. Chicago, IL. The hours of operation are 8:00 AM - 4:30 PM weekdays, except Federal holidays. Because this is a secure area, EPA offerors/contractors and/or their couriers/delivery personnel must check in at the guard station located in the building's lobby and then check in at the receptionist desk located on the 10<sup>th</sup> floor. Offerors should be aware that delays may be encountered as persons and packages are required to pass through security screening equipment in the building's lobby. Proposals not properly addressed will be collected by the receptionist, and routed to the Acquisition Section through EPA's internal mail distribution system, which will delay receipt of the proposal in the Acquisition Section.

(3) Overnight Delivery Services - SF 33 Block 7

Proposal deliveries via overnight delivery services (e.g., Federal Express, Airborne Express) must utilize the address specified in block 7 of the SF 33. Due to the large volume of overnight packages delivered to EPA at one time, all overnight delivery services deliver only to EPA's loading dock at the Metcalfe Building, and not directly to the Acquisition Section designated for receipt of proposals in block 7 of the SF 33. From the dock, packages are routed to EPA's mail room in the Metcalfe Building for internal distribution, including distribution to the Acquisition Section. It is important to recognize that regardless of whether the Acquisition Section is noted on the address label as required by block 7 of the SF 33, overnight delivery service package are **NOT** regularly delivered directly to the Acquisition Section. Because proposals must be physically received at the Acquisition Section to be considered officially received, offerors should not rely upon guaranteed delivery times from overnight delivery services as guarantees that their proposals will be officially received on time. Offerors remain responsible for the timely delivery of their proposals to the Acquisition Section.

(4) Proposal Submission Labels

Your labels must ensure that the following information is clearly indicated on the outside wrapper of all packages containing bids/proposals.

**For US Mail:**

United States Environmental Protection Agency  
Region 5  
Acquisition Section, Mail Code MCC-10J  
ATTN: Robert A. Eichenfeld  
77 West Jackson Boulevard  
Chicago, IL 60604

Specified Date and Time for Receipt  
Of Bids/Proposals:

**Date:** \_\_\_\_\_ **Time:** \_\_\_\_\_

Solicitation Number:

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Offeror's Name and Address:

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