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|---|--------------------------------------|---|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |                                      | 1. CONTRACT ID CODE   | PAGE OF PAGES  |
| 2. AMENDMENT/MODIFICATION NO.<br><b>PR-HQ-07-13764/0004</b>   | 3. EFFECTIVE DATE<br><b>06/17/08</b> | 4. REQUISITION/PURCHASE REQ. NO.<br><b>PR-HQ-07-13764</b>           | 5. PROJECT NO. (if applicable)                             |
| 6. ISSUED BY<br><b>Environmental Protection Agency<br/>Bid and Proposal Room, Ariel Rios Building (3802R)<br/>1200 Pennsylvania Avenue, N.W.<br/>Washington, DC 20460</b> |                                      | 7. ADMINISTERED BY (If other than item 6)<br><b>Not Applicable.</b> |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br><b>To All Offerors/Bidders.</b>  |                                      | (✓)   | 9A. AMENDMENT OF SOLICITATION NO.<br><b>PR-HQ-07-13764</b> |
|   |                                      | ✓   | 9B. DATED (SEE ITEM 11)<br><b>05/20/08</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 its to (1) correct an error on Amendment 2 Question 18 and (2) change the EOF Manager's degree requirement from a bachelor's degree to include the provision and/or 8 years of experience.

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 |
| <i>(Signature of person authorized to sign)</i> |                  | <i>(Signature of Contracting Officer)</i>                  |                  |

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

**AMENDMENTS TO THE SOLICITATION**

1. The attachment entitled "AMENDMENT 4" has been added. The text is as follows:

1. The answer to question 18 of amendment 2 has been modified to read as follows:

**Question 18:****Can the Master's degree for Program Manager be substituted/waived for any amount of prior directly applicable senior experience?**

**Due to a technical oversight, EPA will require a master's degree for a Program Manager. The minimum qualification for Program/Project Manager are bolded below.**

## Project Manager

a. **Duties.** Serves as the contractors contract manager, and shall be the contractors authorized interface with the Government Contracting Officer (CO), Project Officer (PO), Work Assignment Manager (WAM), and government management personnel. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for overall contract performance.

b. **Qualifications.** A Master's degree in National Security Strategy, Management, Public Administration, Political Science, or other related scientific, technical, or liberal arts discipline; a minimum of fifteen years experience, of which at least ten years must be specialized; and must be an American citizen with a Top Secret national security clearance (current at time of contract award).

(1) General experience includes increasing responsibilities in project management and personnel management; familiarity with secure and non-secure voice and data communications systems and equipment; policies and procedures associated with personnel and document security; PC based office automation equipment and programs (word processing, data base management, spreadsheet, modem communications, etc.); and demonstrated ability to effectively communicate orally and in writing.

(2) Specialized experience includes work with Federal national security programs; national security emergency program management and/or operations; catastrophic disaster and/or environmental emergency program management or operations; emergency operations center (EOC) activities; demonstrated ability to provide guidance and direction in the tasks similar to the tasks described in the statement of work; and demonstrated capability in managing multi-task contracts of this type and complexity. Familiarity with interagency national security policy formulation.

2. The text for **Emergency Operations Facility Manager** remains the same but please refer to the bolded text below for changes to the minimum qualifications.

Emergency Operations Facility Manager

a. Duties. Serves as the Deputy (EOF) Project Manager for those tasks being performed under this contract at the EPA Emergency Operating facility (EOF), the EOF COMSEC Custodian, and the EPA EOF Property Manager/Supply Officer. Provides technical and administrative direction for and daily supervision of contractor personnel assigned to the EPA EOF, including review of work products for correctness, adherence to program requirements, security procedures, and government standards. Coordinates with the Program Manager to ensure problem solution, assignment of contractor personnel, and preparation of monthly status reports. Performs all COMSEC Custodian duties and responsibilities as detailed in the government National Security Agency (NSA) and EPA security regulations.

b. **A Bachelor's degree in Telecommunications Systems, Management, Business, Information Systems, or other related scientific or technical discipline; and/or minimum of 8 years of experience in these areas, of which one year must be specialized; and be an American citizen with a Top Secret national security clearance (current at time of contract award).**

(1) General experience includes facilities operations, personnel management, and/or property/supply management; PC based office automation equipment and programs (word processing, data base management, spreadsheet, modern communications, etc.); and demonstrated ability to effectively communicate orally and in writing.

(2) Specialized experience includes national security emergency, catastrophic disaster, or environmental emergency program and/or facilities operations; physical security and/or operations security (OPSEC) Planning; and demonstrated ability to develop operational plans, procedures, and instructions.