

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. CONTRACT ID CODE <b>J</b>	PAGE OF PAGES <b>1   5</b>
2. AMENDMENT/MODIFICATION NO. <b>0001</b>	3. EFFECTIVE DATE <b>13-Jul-2016</b>	4. REQUISITION/PURCHASE REQ. NO. <b>N6227116RCLB027</b>		5. PROJECT NO.(If applicable)	
6. ISSUED BY CODE <b>N00244</b> NAVSUP FLC SAN DIEGO REGIONAL CONTRACTS (CODE 200) 3985 CUMMINGS ROAD BUILDING 116 - 3RD FLOOR SAN DIEGO CA 92136-4200		7. ADMINISTERED BY (If other than item 6) CODE <b>See Item 6</b>			
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)				X	9A. AMENDMENT OF SOLICITATION NO. <b>N00244-16-R-0031</b>
				X	9B. DATED (SEE ITEM 11) <b>29-Jun-2016</b>
					10A. MOD. OF CONTRACT/ORDER NO.
					10B. DATED (SEE ITEM 13)
CODE		FACILITY CODE			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer 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 <u>1</u> 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)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>					
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 <input type="checkbox"/> is not, <input type="checkbox"/> 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 incorporate questions from industry and answers from the Government. Answers from the Government are hereby incorporated in this amendment. All other terms and conditions remain unchanged.					
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)		
			TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED  <b>13-Jul-2016</b>

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

## SUMMARY OF CHANGES

## SECTION SF 1449 - CONTINUATION SHEET

The following have been added by full text:

QUESTIONS AND ANSWERS

The following are questions from Industry and answers from Government:

1. On page 5, under Section II., System Requirements, #8 – This states: “Must support managing, discovering, delivering, and preserving digital assets”

**Question:** Can the library please provide an estimate for their digital storage needs in terms of GB or TB?

**Government response:** The estimate for the digital storage needs is: Estimate 8 GB.

2. Top of page 17, first bullet – This indicates that the 100-page maximum (pertaining to Part I as shown in the Table under Section C., Quotation Content) does not include title page or biographies.

**Question:** Would any attachments we provide for additional information count toward the 100-page limit (e.g., 508 compliance tables, ISO certificates, etc.)?

**Government response:** The 100-page maximum does not include requested compliance-related attachments.

3. Top of page 19, the “Please note” paragraph – This states that “The vendor is responsible for ensuring that past performance questionnaires are completed and submitted on a timely basis.”

**Question:** Should we have our references send completed questionnaires back to us for inclusion in our RFP response, or should they send them to you separately (by the RFP due date)?

**Government response:** When the customer completes the past performance references questionnaires, the customer can either send the completed questionnaire separately (via email) to the following Contract Specialist: Naima Yelda at: [naima.yelda1@navy.mil](mailto:naima.yelda1@navy.mil) by RFP due date or send it to the vendor for inclusion with the RFP package by the RFP due date.

4. On page 19, #4) b) – This states that “All pricing information shall be provided in spreadsheet format so that calculations can be easily understood and checked.”

p. 19, under #4) “NOTE”, item b) – This states that “Quoters shall complete the following CLINs (0001 through 4001).”

**Question:** Can we complete the CLINs in a PDF or Word document and provide detailed pricing in a spreadsheet?

**Government response:** Yes, the vendor shall:

- 1) Complete the CLINS in PDF Format or word document and
- 2) provide detailed pricing in excel sheet

5. On page 16, item II.A., "Mailing Address" states that 2 hard copies must be submitted in addition to an email submission.

**Question:** Do you require the hardcopies by the August 3rd due date, or can they come after that?

**Government response:** As long as the package **is stamped** by the solicitation deadline date and time, the package will be accepted. Vendors are encouraged to use and expedite method of delivery so that their package does not get delayed and gets reviewed in a timely manner.

**IMPORTANT:** Proposals must be sent via email AND mail to the following Contract Specialist:

**ATT: Naima Yelda**

NAVSUP Fleet Logistics Center San Diego (FLCSD)

Regional Contracts Department, Code 230

3985 Cummings Road, Bldg 116, 3rd Floor San Diego, CA 92136-4200

E-mail: [naima.yelda1@navy.mil](mailto:naima.yelda1@navy.mil)

6. Due date. The RFP indicates quotes shall be submitted via email and received no later than 3 August 2016 at 1700 PST; and also that 2 hard copies should be submitted.

**Question:** Are the hard copies to be received by the same deadline?

**Government response:** As long as the package is stamped by the solicitation deadline date and time, the package will be accepted. Vendors are encouraged to use and expedite method of delivery so that their package does not get delayed and gets reviewed in a timely manner.

**IMPORTANT:** Proposals must be sent via email AND mail to the following Contract Specialist:

**ATT: Naima Yelda**

NAVSUP Fleet Logistics Center San Diego (FLCSD)

Regional Contracts Department, Code 230

3985 Cummings Road, Bldg 116, 3rd Floor San Diego, CA 92136-4200

E-mail: [naima.yelda1@navy.mil](mailto:naima.yelda1@navy.mil)

7. Past Performance. The RFP states (p. 18) “Vendors shall fill out and submit past performance questionnaire... Vendors shall request a minimum of three and a maximum of five academic libraries... vendor is responsible for ensuring that past performance questionnaires are completed and submitted on a timely bases.”

**Question:** Can you confirm that vendors are to complete the first 9 rows of the Past Performance Information Form, send it to 3-5 customers, and ask them to complete all bolded questions and return the form directly to the address provided, prior to 3 August? Or are customers to complete the forms and return them to us for inclusion in our submission?

**Government response:** Either the customer or vendor can complete the first nine rows.

8. Clauses Incorporated by Full Text. Specific instructions are given on what should be in each document (part) of a quotation. Nowhere does it state if or where responses to Clauses Incorporated by Full Text (52.209-7 and 52.209-11, p. 13-15) should go. Do we need to respond to these? In which document?

**Government response:** The following clauses 52.209-7 and 52.209-11 shall be filled out and included in Part III with the following:

**c) Representations and Certifications**

Quoter shall complete and submit the instructions contained in FAR 52.212-3 ALT I.

9. No locally-installed software, page 4 of the RFP states “vendor shall provide fully cloud-based architecture and hosting that does not require use of any locally-installed vendor-client software on customer equipment.”

**Question:** Will Dudley Knox Library consider a vendor that has plans for a fully web-based system but that currently requires a locally installed client to accomplish some tasks?

**Government response:** No. Per our Requirements, the system must be fully operational, in-production, and currently deployed in at least three (3) academic libraries.

10. **Question:** Can you confirm that the number of staff using the system is 30? This should include all individuals who will need login access to the system, including part-time or student workers.

**Government response:** Dudley Knox Library has 32-35 staff, interns and volunteers who will need login access to the system.

11. **Question:** Can you confirm the student FTE?

**Government response:** 2016 NPS student FTE is 2,081.

12. **Question:** Can you confirm that the number of bibliographic records (including e-books) you currently have is 600,762?

**Government response:** The number of bibliographic records (including e-books) is 704,201 title records.

13. **Question:** Can you confirm that the number of unique e-journals you currently subscribe to is 75,493?

**Government response:** The number of unique e-journals DKL currently subscribes to is 58,567 unique active e-journals.

14. **Question:** In II. System Requirements, #8, you list that the system must “support managing, discovering, delivering, and preserving digital assets”. Can you elaborate on the preservation aspect of this requirement? Are you using any digital preservation or digital management systems at the moment?

**Government response:** The preservation aspect of this requirement refers to Open Archival Information System (OAIS) reference model (ISO standard 14721). No, we are not using any digital preservation or digital management system. At the moment files are stored in a file server.

15. **Question:** If you are using any digital asset management systems, can you provide us with the following:

- a. Total number of digital objects
- b. Size of your digital collection? (in MBs)

**Government response:**

- a. N/A
- b. N/A

17. **Question:** In VIII. Copyright Management Requirements, #1., what level of integration are you expecting with SIPX, etc.?

**Government response:** SIPX integration for: Course eReserves for NPS credentialed and non-NPS credentialed patrons; and NPS learning management systems (currently Sakai and Moodle).

18. **Question:** Page 1, #28, says, CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN 0 Copies. Can you please clarify the number of copies?

**Government response:** Two copies

(END OF QUESTIONS)

(End of Summary of Changes)