

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1   6
2. AMENDMENT/MODIFICATION NO. 0003	3. EFFECTIVE DATE 23-May-2016	4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO.(If applicable)
6. ISSUED BY NAVFAC SOUTHWEST SPECIALTY CONTRACTS CORE CODE RAQ30 1220 PACIFIC HWY, BLDG 127 SAN DIEGO CA 92132-5190	CODE N62473	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. N62473-16-R-0201	
		X	9B. DATED (SEE ITEM 11) 28-Apr-2016	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<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)				
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 <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.)  Title: N62473-16-R-0201. Contractor Labor Support Services for Professional Support Services for NAVFAC Southwest, San Diego, California  The description of this Amendment continues on page 2.  All other terms and conditions of this solicitation remain unchanged and in effect.  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  23-May-2016

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**SUMMARY OF CHANGES**

## SECTION SF 30 - BLOCK 14 CONTINUATION PAGE

The following have been added by full text:

AMENDMENT 0003

**1. The purpose of Amendment 0003 is to change L.6 (h) - Proposal Format/Submission Requirements of section Section L, Instructions, Conditions and Notices to Bidders as follows:**

Section L.6 Proposal Format/Submission Requirements (h):

**FROM:**

(h) Your proposal should be presented as follows:

**VOLUME #1 – TECHNICAL PROPOSAL –****(1) Cover Letter (1 page limit)****(2) Technical Proposal**

Tab A - Section J, Attachment J-10 **(9 page limit)**

Recent Relevant Experience Project Data Sheets

Tab B - Section J, Attachment J-11 **(9 page limit for Past Performance Questionnaire. No page limit for CPARS evaluations)**

Past Performance Questionnaires and/or copies of CPARS evaluations

Tab C - Safety & Data Narrative **(3 page limit)**

Tab D - Organizational Chart **(1 page limit)**

**VOLUME #2 – PRICE PROPOSAL –****(1) Cover Letter (1 page limit)****(2) Price Proposal**

Tab A - Signed Proposal SF-33

Tab B - Section J, Attachment J-07

IDIQ ELINS Worksheets for Base and Option Periods

Tab C - Section J, Attachment J-08

Breakout of Burdened Rate Costs

Tab D - Section J, Attachment J-12

Financial Questionnaire

Tab E - Section J, Attachment J-14

Professional Employee Compensation Plan

Tab F - Section J, Attachment J-15

Pre-Award Contractor Self-Performance Certification

Tab G – SAM Registration **(1 page limit)**

**VOLUME #1 (BINDER 1) - TECHNICAL PROPOSAL -**

(a) General Information: A cover letter shall accompany the proposal as required by FAR Clause 52.215-1, Instruction to Offerors - Competitive Acquisition (Jan 2004). The first page shall include the solicitation number and name, address, telephone number facsimile number, Dun & Bradstreet Number (DUNS), Cage

Code, and Tax Identification Number (TIN) of the Offeror. In addition, it shall contain a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the prices stated for each item. Furthermore, the names, titles, and signatures of persons authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(b) File naming of proposal information: The file naming convention of Volume #1 (Binder 1) - Technical Proposal - shall include:

Tab A - Section J, Attachment J-10 (**9 page limit**)

Recent Relevant Experience Project Data Sheets

Tab B - Section J, Attachment J-11 (**9 page limit for Past Performance Questionnaire. No page limit for CPARS evaluations**)

Past Performance Questionnaires and/or copies of CPARS evaluations

Tab C - Safety and Data Narrative (**3 page limit**)

Tab D - Organizational Chart (**1 page limit**)

Two (2) CDROMs of all data in Volume 1

Five (5) paper copies of all data in Volume 1

#### **VOLUME #2 (BINDER 2) - PRICE PROPOSAL -**

(a) General Information: A cover letter shall accompany the proposal as required by FAR Clause 52.215-1, Instruction to Offerors - Competitive Acquisition (Jan 2004). The first page shall include the solicitation number and name, address, telephone number facsimile number, Dun & Bradstreet Number (DUNS), Cage Code, and Tax Identification Number (TIN) of the Offeror. In addition, it shall contain a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the prices stated for each item. Furthermore, the names, titles, and signatures of persons authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(b) File naming of proposal information: The file naming convention of Volume #2 (Binder 2) - Price Proposal - shall be as follows:

#### **VOLUME 2 (BINDER 2) - PRICE PROPOSAL**

Cover Letter

##### **FACTOR 4 – PRICE**

Tab A - Signed Standard Form (SF) 33 (Solicitation, Offer and Award)

Tab B - Section J, Attachment J-07, IDIQ ELINS Worksheets

Tab C - Section J, Attachment J-08, Breakout of Burdened Rate Costs

Tab D - Section J, Attachment J-12, Financial Questionnaire

Tab E - Section J, Attachment J-14, Professional Employee Compensation Plan

Tab F - Section J, Attachment J-15, Pre-Award Contractor Self-Performance Certification

Tab G – SAM Registration (**1 page limit**)

One (1) CDROM of all data in Volume 2

Two (2) paper copies of all data in Volume 2

**TO:**

(h) Your proposal should be presented as follows:

**VOLUME #1 – TECHNICAL PROPOSAL –****(1) Cover Letter (1 page limit)****(2) Technical Proposal**Tab A - Section J, Attachment J-10 **(9 page limit)**

Recent Relevant Experience Project Data Sheets

Tab B - Section J, Attachment J-11 **(9 page limit for Past Performance Questionnaire. No page limit for CPARS evaluations)**

Past Performance Questionnaires and/or copies of CPARS evaluations

Tab C - Safety & Data Narrative **(3 page limit)****VOLUME #2 – PRICE PROPOSAL –****(1) Cover Letter (1 page limit)****(2) Price Proposal**

Tab A - Signed Proposal SF-33

Tab B - Section J, Attachment J-07

IDIQ ELINS Worksheets for Base and Option Periods

Tab C - Section J, Attachment J-08

Breakout of Burdened Rate Costs

Tab D - Section J, Attachment J-12

Financial Questionnaire

Tab E - Section J, Attachment J-14

Professional Employee Compensation Plan

Tab F - Section J, Attachment J-15

Pre-Award Contractor Self-Performance Certification

Tab G – SAM Registration **(1 page limit)****VOLUME #1 (BINDER 1) - TECHNICAL PROPOSAL -**

(a) General Information: A cover letter shall accompany the proposal as required by FAR Clause 52.215-1, Instruction to Offerors - Competitive Acquisition (Jan 2004). The first page shall include the solicitation number and name, address, telephone number facsimile number, Dun & Bradstreet Number (DUNS), Cage Code, and Tax Identification Number (TIN) of the Offeror. In addition, it shall contain a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the prices stated for each item. Furthermore, the names, titles, and signatures of persons authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(b) File naming of proposal information: The file naming convention of Volume #1 (Binder 1) - Technical Proposal - shall include:

Tab A - Section J, Attachment J-10 **(9 page limit)**

Recent Relevant Experience Project Data Sheets

Tab B - Section J, Attachment J-11 **(9 page limit for Past Performance Questionnaire. No page limit for CPARS evaluations)**

Past Performance Questionnaires and/or copies of CPARS evaluations

Tab C - Safety and Data Narrative **(3 page limit)**

Two (2) CDROMs of all data in Volume 1

Five (5) paper copies of all data in Volume 1

**VOLUME #2 (BINDER 2) - PRICE PROPOSAL -**

(a) General Information: A cover letter shall accompany the proposal as required by FAR Clause 52.215-1, Instruction to Offerors - Competitive Acquisition (Jan 2004). The first page shall include the solicitation number and name, address, telephone number facsimile number, Dun & Bradstreet Number (DUNS), Cage Code, and Tax Identification Number (TIN) of the Offeror. In addition, it shall contain a statement specifying the extent of agreement with all terms, conditions, and provisions included in the solicitation and agreement to furnish any or all items upon which prices are offered at the prices stated for each item. Furthermore, the names, titles, and signatures of persons authorized to sign the proposal. Proposals signed by an agent shall be accompanied by evidence of that agent's authority, unless that evidence has been previously furnished to the issuing office.

(b) File naming of proposal information: The file naming convention of Volume #2 (Binder 2) - Price Proposal - shall be as follows:

**VOLUME 2 (BINDER 2) - PRICE PROPOSAL**

Cover Letter

**FACTOR 4 – PRICE**

Tab A - Signed Standard Form (SF) 33 (Solicitation, Offer and Award)

Tab B - Section J, Attachment J-07, IDIQ ELINS Worksheets

Tab C - Section J, Attachment J-08, Breakout of Burdened Rate Costs

Tab D - Section J, Attachment J-12, Financial Questionnaire

Tab E - Section J, Attachment J-14, Professional Employee Compensation Plan

Tab F - Section J, Attachment J-15, Pre-Award Contractor Self-Performance Certification

Tab G – SAM Registration (**1 page limit**)

One (1) CDROM of all data in Volume 2

Two (2) paper copies of all data in Volume 2

2. **The purpose of Amendment 0003 is also to change the answer to Request for Information (RFI) Question 8a and 8b provided in Amendment 0002:**

Revised answers are as follows:

QUESTION 8a: Section C.17.2 states “The Contractor shall submit an Organizational Chart showing lines of authority of the key personnel, including supervisor(s) with the offer for this contract”, however there is no clear explanation where in the proposal this Organization Chart should be placed. Is the Organization Chart to be submitted during the “the Kick-Off Meeting” as stated in section 6.10, or will the Navy clarify where in the proposal/offer that the offerors should submit the chart?

ANSWER 8a: The Organizational Chart shall be submitted at the kick-off meeting as stated in Section C 6.10.

QUESTION 8b: In what Volume/TAB of our offer should include the Organization Chart required by C.17.2?

ANSWER 8b: The Organizational Chart shall not be submitted in the proposal under either Volume 1 or Volume 2; however, it should be submitted at the kick-off meeting as stated in Section C 6.10.

3. **The deadline for submission of Requests for Information (RFI's) for questions has expired. All outstanding RFI questions and answers will be posted via an Amendment no later than June 1, 2016.**
4. **Offerors shall state their acknowledgement of this Amendment when submitting proposals.**

(End of Summary of Changes)