

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 11/22/2010	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
---------------------------------------	---------------------------------	----------------------------------	--------------------------------

6. ISSUED BY CONTRACTING OFFICER NAVAL RESERACH LABORATORY WASHINGTON DC 20375-5326	CODE N00173	7. ADMINISTERED BY (If other than Item 6)	CODE
--------------------------------------------------------------------------------------------------	----------------	-------------------------------------------	------

8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) TO ALL OFFERORS	(X)	9A. AMENDMENT OF SOLICITATION NO. N00173-11-R-LS01
	X	9B. DATED (SEE ITEM 11) 11/01/10
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 11)

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 2 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 your 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 ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS.
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

CHECK ONE	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.)

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

The purpose of this amendment is to answer questions received in response to solicitation number N00173-11-R-LS01, revise the Sections H-2 Key Personnel and H-3 Level of Effort, and to revise the reporting requirements.

1. The following provides questions and corresponding responses for clarification purposes.

A. **QUESTION:** Part I – The Schedule, B-1; This section indicates CLIN numbers but appears to be missing CLIN 0002. Request clarification as to why CLIN 0002 appears to be omitted from this section but is identified in section B-2.

RESPONSE: This is a typographical error. CLIN 0003 should be numbered CLIN 0002. This will be reflected at time of award.

B. **QUESTION:** Section H-3, page 13 of 44, Section (j) Anticipated breakdown by labor category...; Are Offerors to bid exactly to the level of effort depicted in this section? Some of the functions appear to be corporate support functions that would normally be covered under G&A expenses. Additionally, are Offerors allowed to combine positions to gain efficiencies while still accomplishing the established numbers of hours for a particular function?

RESPONSE: The listing is suggestive and the contractor may propose alternates as long as it is clearly demonstrated that the functions are being met and the individuals hold the skills necessary for all of the combined function. See SECTION L-12 for guidance.

C. **QUESTION:** Section H-3, page 13 of 44, Section (j) Anticipated breakdown by labor category...; Some of the positions identified in this section require 2080 hours. Is it the government's intention to identify these positions as full time and that the 2080 hours includes holiday, vacation, and sick time or does the government expect these positions to require more than one full time position?

RESPONSE: The Government requires coverage to maintain the functions of the building. The 2080 indicates that this function must be manned at all times when the building is occupied (normal hours) and is designated as a full-time employee.

D. **QUESTION:** Section L, L-12 (2)(A) Personnel Qualifications, Page 40 of 44; This section indicates proposers must provide convincing evidence that the company has personnel with relevant experience and must show how each person offered

meets the qualifications, detail each person's qualifications/experience, and that we must specify the amount of effort that each person will be performing on this contract. Are resumes required for all personnel or only key personnel.

RESPONSE: Resumes are required for those individuals proposed to fill categories denoted as key. They are as follows:

Engineering Manager
Administrator
Senior Facility Technician (Mechanical)
Senior Facility Technician (Electrical)
Architect
Information Systems Security Specialist
Security Specialist

- E. **QUESTION:** Can the government provide a comprehensive equipment inventory of the Real Property at the NRL "A" and "B" buildings so proposers can ensure they include any relevant specialty subcontracts and/or special certification requirements in their proposals (i.e. proprietary UPS Systems, Boiler Certifications, Emergency Generators, etc.)?

RESPONSE: The equipment is not specialized or proprietary, but rather standard for what you would expect to find for this type and size of building.

- F. **QUESTION:** Attachment 1, SOW, Section 3.3.2.4.2, Page 9; This section references "bi-weekly" full load transition tests, does this mean "every two weeks" or "twice a week"?

RESPONSE: Every two weeks.

- G. **QUESTION:** Attachment 1, SOW, Section 3.4.4; This section indicates that proposers shall employ a certified welder (the "facilities welder), however, within Section H-3 (j) there is no position identified as a "facilities welder". Is this position above and beyond the positions identified in H-3(j) or does the government expect this position to be an ancillary responsibility to those positions identified in H-3(j)?

RESPONSE: A Certified Welder has been added to Section H-3 LEVEL OF EFFORT, which is corrected on page 7 of this amendment. The Personnel Requirements for this category are added as follows:

Welder – The minimum level of experience for this position is five years of experience as a welder. The individual will be required to perform welds on various types of systems including structural, piping and pressure vessels. The individual will respond to requests for these services. The individual shall be ASME certified to perform work on pressure vessels and piping.

- H. **QUESTION:** Are there any special certification/licensing requirements for the card reader systems throughout buildings “A” and “B” identified in this contract? (i.e are specialty contractors required to certify/maintain the system or is it proprietary).

RESPONSE: There are no certification issues or licensing requirements as it is currently used.

- I. **QUESTION:** Section 3.7, SOW, page 15 indicates the Supply Support Center located in building “A” operates Monday through Friday from 0600 to 1630 except on Government holidays. This amounts to 2,650 hours of operation throughout the year. Within H-3 (j) it is unclear as to how this operation is supported considering the number of hours required within the SOW to support this function. H-3(j) only indicates 1000 hours of support for the Supply Technician. Request clarification as to what Offerors are to bid regarding this function (reference question #2 above) and whether or not the level of effort for 3.7 is included in the “Anticipated breakdown by labor category”?

RESPONSE: This is a full time position and the LOE has been updated in the pages to follows.

- J. **QUESTION:** Attachment #4, Personnel Qualifications; There are a number of positions listed in Attachment 4 that are not identified in H-3(j) “Anticipated breakdown by labor category” such as Security Specialist, Information Systems Security Specialist, and Security Clerk. Are these positions expected to be ancillary responsibilities of the staff identified in H-3(j) or are they above and beyond the staff and hours identified (reference question#2)?

RESPONSE: This is corrected in the pages to follow.

- K. **QUESTION:** A corresponding SCA wage determination and/or Collective Bargaining Agreement could not be located within the solicitation. Request a corresponding SCA and/or CBA be provided for this effort.

RESPONSE: This is NOT a contract covered by the Service Contract Act and thus does not require a CBA.

- L. **QUESTION:** Section I(b), includes DFAR clause 252.242-7004 – Material Management and Accounting System (NOV 2005), generally applies to “production” not “services”. Suggest it be deleted.

RESPONSE: This clause is required in all solicitations and contracts exceeding the simplified acquisition threshold that are not for the acquisition of commercial items and –

- (a) Are not awarded to small businesses, educational institutions, or nonprofit organizations; and
- (b) Are either –
 - (1) Cost-reimbursement contracts; or
 - (2) Fixed-price contracts with progress payments made on the basis of costs incurred by the contractor as work progresses under the contract.

- M. **QUESTION:** The Solicitation includes two (2) provisions G-3 one for TDM, the other for Subcontracts/Consultants.

RESPONSE: This is a typographical error and will be corrected at time of award.

- N. **QUESTION:** Also, the number in the Statement of Work is numbered incorrectly on page 11, 3.3.3.3 follows 3.4.3.2, subsequent numbering follows correctly from 3.4.4, etc

RESPONSE: This is a typographical error and will be corrected to 3.4.3.2 in the award version of the Statement of Work.

2. Section H-2 KEY PERSONNEL is corrected as follows:

H-2 ONR 5252.237-9705 - KEY PERSONNEL (DEC 88)

(a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.

(b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these

substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least thirty (30) days in advance (sixty (60) days if security clearance must be obtained) of any proposed substitution and provide the information required by paragraph (c) below.

(c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor of his/her approval or disapproval thereof.

(d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel: *

*(*To be completed at time of award)*

Labor Category	First/M/Last Name
Engineering Manager	
Administrator	
Senior Facility Technician (Mechanical)	
Senior Facility Technician (Electrical)	
Architect	
Information Systems Security Specialist	
Security Specialist	

3. Section H-3 LEVEL OF EFFORT, paragraphs 1. (a) – (b) and (j) is corrected as follows:

H-3 LEVEL OF EFFORT

1. Initially contracted level of effort

(a) The Contractor agrees to provide the total level of effort specified in the next sentence in performance of the work described in this contract. The total level of effort for performance of this contract shall be **26,888** total hours of direct labor for the base term, **26,888** for each of the four options. These hours are to include subcontractor direct labor. A breakdown of labor categories and hours is set forth in paragraph (j) below.

(b) It is anticipated that the level of effort for this contract shall be expended at an average rate of **2,240** hours per month. It is understood and agreed that the rate of hours per month may fluctuate in pursuit of the technical objective, provided such fluctuation does not result in the use of the total hours of effort prior to the expiration of the term of the contract.

(j) The anticipated breakdown by labor category of the total level of effort is as follows:

<u>Labor Category</u>	<u>Hours/year</u>
Engineering Manager	700
Administrator	1000
Senior Facility Technician (Mechanical)	2080
Senior Facility Technician (Electrical)	2080
Facilities Specialist (Mechanical)	2080
Facilities Specialist (Electrical)	2080
Certified Welder	500
Supply Technican	2080
Architect	1000
Information Systems Security Specialist	2080
Information Systems Specialist	2080
Security Specialist	2080
Security Clerk	2080
Custodial Worker	4800
Line of Business Manager	40
Program Manager	40
Contracts	40
Contracts Manager	40
Finance	8

4. The Statement of Work is revised to **ADD** Paragraph 3.0.5, Records and Reports.

3.0.5 Records and Reports. The Contractor shall maintain management, operation and maintenance records and prepare management, operation, and maintenance reports as set forth in Exhibit A, CDRL (Contract Data Requirements List) A018. All records and copies of reports shall be turned over to the Contracting Officer's Technical Representative and the Contracting Officer within five calendar days after contract completion.

3.0.5.1 Within 15 calendar days after the start date of the contract, the Contractor shall establish a separate history file for each of the two secure facilities. Each file shall contain a listing of all equipment by nomenclature and manufacturer's model number, as well as all manufacturer's literature, brochures, and pamphlets; maintenance, operator, and parts list manuals; warranty information; a copy of all completed Service Call Work Authorization Forms, Preventive Maintenance Inspection Checklists; and any other information relevant to work performed during the term of the contract. All documents shall be filed within 10 days of the completed inspection, work, or other transaction unless specified otherwise in Exhibit A, CDRL (Contract Data Requirements List). Facility history files shall be made available for review when requested by the Government, and turned over to the KO within five calendar days after contract completion.

3.0.5.2 Cost accounting information shall be maintained and reports submitted in compliance with the specific requirements set forth in Exhibit A, CDRL A019.

5. Contract Data Requirements List (CDRL) is revised to ADD CDRL A018 and A019. See Attached.

CONTRACT DATA REQUIREMENTS LIST

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 440 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services and Communications Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. ALL	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER _____
-----------------------------------------	------------------------	-------------------------------------------------------

D. SYSTEM/ITEM	E. CONTRACT/PR NO. N00173-11-R-LS01	F. CONTRACTOR
-----------------------	-----------------------------------------------	----------------------

1. DATA ITEM NO. A017	2. TITLE OF DATA ITEM Adverse Information Report	3. SUBTITLE
---------------------------------	------------------------------------------------------------	--------------------

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE SOW 4.0.4	6. REQUIRING OFFICE NRL COR
-----------------------------------------------------	-------------------------------------------	---------------------------------------

7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION See blk. 16	14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION See blk. 16	a. ADDRESSEE		b. COPIES	
			Draft	Final	Reg	Repro

16. REMARKS The contractor shall provide this report identifying adverse information concerning any cleared employees as they occur. The report must include at a minimum: reporting period, contract #, ID type of adverse information, employee's name, date when information was discovered.				Code 1200		1	
				Code 3520.1		1	
				15. TOTAL →	0	2	0

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

1. DATA ITEM NO. A018	2. TITLE OF DATA ITEM Facility History File	3. SUBTITLE
---------------------------------	-------------------------------------------------------	--------------------

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE SOW 3.0.5	6. REQUIRING OFFICE NRL COR
-----------------------------------------------------	-------------------------------------------	---------------------------------------

7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED	10. FREQUENCY ASREQ	12. DATE OF FIRST SUBMISSION 15 DAC	14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION See blk. 16	a. ADDRESSEE		b. COPIES	
			Draft	Final	Reg	Repro

16. REMARKS Contractor shall establish a separate history file for each of the two facilities, which shall be made available for review when requested by the Government, & turned over to the COR & KO w/in 5 calendar days after contract completion.				Code 1200		1	
				Code 3520.1		1	
				15. TOTAL →	0	2	0

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
-------------------------	------------------------------	--------------------

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
-----------------------------------------------------	------------------------------	----------------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE		b. COPIES	
			Draft	Final	Reg	Repro

16. REMARKS							
				15. TOTAL →	0	2	0

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

1. DATA ITEM NO.	2. TITLE OF DATA ITEM	3. SUBTITLE
-------------------------	------------------------------	--------------------

4. AUTHORITY (Data Acquisition Document No.)	5. CONTRACT REFERENCE	6. REQUIRING OFFICE
-----------------------------------------------------	------------------------------	----------------------------

7. DD 250 REQ	9. DIST STATEMENT REQUIRED	10. FREQUENCY	12. DATE OF FIRST SUBMISSION	14. DISTRIBUTION		
8. APP CODE	11. AS OF DATE	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE		b. COPIES	
			Draft	Final	Reg	Repro

16. REMARKS							
				15. TOTAL →	0	0	0

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
-----------------------	----------------	-----------------------	----------------

CONTRACT DATA REQUIREMENTS LIST
(1 Data Item)

Form Approved
OMB No. 0704-0188

The public reporting burden for this collection of information is estimated to average 110 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Services and Communications Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government Issuing Contracting Officer for the Contract/PR No. listed in Block E.

A. CONTRACT LINE ITEM NO. ALL	B. EXHIBIT A	C. CATEGORY: TDP _____ TM _____ OTHER F
-----------------------------------------	------------------------	----------------------------------------------------------

D. SYSTEM/ITEM	E. CONTRACT/PR NO. N00173-11-R-LS01	F. CONTRACTOR
-----------------------	-----------------------------------------------	----------------------

1. DATA ITEM NO. A019	2. TITLE OF DATA ITEM Contractor On-Site Labor Report	3. SUBTITLE
---------------------------------	-----------------------------------------------------------------	--------------------

4. AUTHORITY (Data Acquisition Document No.) N/A	5. CONTRACT REFERENCE SOW 3.0.5	6. REQUIRING OFFICE NRL COR
------------------------------------------------------------	-------------------------------------------	---------------------------------------

7. DD 250 REQ LT	9. DIST STATEMENT REQUIRED N/A	10. FREQUENCY MNTLY	12. DATE OF FIRST SUBMISSION 30 DAC	14. DISTRIBUTION		
8. APP CODE N/A		11. AS OF DATE Award	13. DATE OF SUBSEQUENT SUBMISSION	a. ADDRESSEE	b. COPIES	
					Draft	Final
					Reg	Repro

16. REMARKS The Contractor shall deliver the On-Site Labor Report no later than five (5) days after the end of each reporting month. The report must include as a minimum the following data: Reporting Period: Contract Number (and Order Number, if applicable): Contract Value: Current Funding: Amount Expended in Current Period: Total Expended to Date: Date Submitted: Labor (including subcontractors) - Show employee name, number of hours, and total amount billed for contractor employees working on-site at NRL. If the contractor employees worked on multiple tasks (as defined by the COR), the numbers of hours worked on each task must be shown separately.	15. TOTAL → 0 2 0
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------

17. PRICE GROUP
18. ESTIMATED TOTAL PRICE

G. PREPARED BY	H. DATE	I. APPROVED BY	J. DATE
-----------------------	----------------	-----------------------	----------------