2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO.(If applicable)
0001	18-May-2004	W45VAK-3342-1712	

6. ISSUED BY	CODE	7. ADMINISTERED BY (If other than item 6)	CODE
USAED, GALVESTON CONTRACTING DIVISION 2000 FORT POINT ROAD GALVESTON TX 77553-1229	W912HY	USAED, GALVESTON TRACI D. ROBICHEAUX (409) 766-6306 TRACI.D.ROBICHEAUX@SWG02.USACE.ARMY.MIL GALVESTON TX 77553-1229	W912HY

8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			
		X	9A. AMENDMENT OF SOLICITATION NO. W912HY-04-R-0001
		X	9B. DATED (SEE ITEM 11) 27-Apr-2004
			10A. MOD. OF CONTRACT/ORDER NO.
CODE	FACILITY CODE		10B. DATED (SEE ITEM 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer [ ] is extended, [X] 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 _____ 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.)

General Environmental Services for National Environmental Policy Act Compliance Act - See Attached.

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 19-May-2004

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:
SOP
Amendment Items are as follows:

1. Proposal due date remains 7 June 2004 but time submittal is changed to 2 p.m. Central Standard Time.

2. Change Section L, page 46, para b, delete both time references of 5 p.m. and add 2 p.m.

3. Clarification to Evaluation Factors, Section L1a, page 44 – Group work in the proposal by the 7 areas listed here in Section L.

4. Add the following Background Security Clause:

SECURITY CLAUSE
Revision 2 – 26 Jan 2004

Background Investigation

To be eligible to perform under this service or construction contract, the contract employee must meet the requirements listed below. These requirements are developed based on the guidelines of Army Regulations 380-19 and 380-67.

a. The contractor shall submit a **Felony** Criminal Records (History) Statement from your County Clerk's office for each contract employee scheduled to work under this contract for less than six months. The statement with the County Clerk's official seal will be provided to the SWG Contracting Officer Representative (COR) no later than five (5) working days after the contract is initiated. Note: This request must be made in person at the Clerk's office.

b. The contractor shall conduct a Background Investigation (BI) through the Office of Personnel Management (OPM) on all employees that are scheduled to work under this contract for longer than six months. In order to complete this process, the contractor must perform the following actions:

(1) Establish a Submitting Office Number (SON) for your organization through OPM. The OPM contact for this action is Ms. Catterall (724-794-5612, ext 258). For further OPM guidance, the customer service number is (724) 794-5228.

(2) The contracting agency shall submit an SF8fP on all employees requiring a BI to OPM address: (OPM-FIPC, PO Box 618, 1137 Branchton Road, Boyers, PA 16018). On the SF85P, the contracting agency will provide their SON and use the Security Office Identifier (SOI) for the USAED Galveston (SOI: A552). Once OPM receives the request form, they will produce a scheduling notice and forward it to the SON and SOI listed on the form.

c. For all employees requiring a Secret Security Clearance, the contractor shall submit an SF86 through the Defense Security Service (DDS). Once the contractor receives a response from the DSS on the status of the investigation on each individual, the contractor shall forward that information to the COR. Each contractor will contact the Defense Security Service (DISCO) at 1-888-282-7682 for further guidance on obtaining a BI for their employees.

5. Contractor Questions and Corps of Engineers Answers:

1. Client references - do we fill in date due, contract info before we send to client?
   Yes

2. Number of copies - SF33 states one original plus 5 copies, page 42 states one original plus 4 copies
   Original plus 5 copies

3. Section 3a, page 45 - is that one table or multiple tables
   Section L, paragraph 3a states "provide a table".

4. Do all subs need to be in the CCR
   No

5. What is the COR
   Contracting Officer's Representative

6. Do we need to include subs' SBE/Minority certifications
   No

7. What size 3-ring binders
   Normal paper size 8-1/2 x 11 inches

8. Do we need to provide the list of 10 references to USACE
   No

9. Does the USACE have a standard form for the subcontracting plan, or do we need to create one
   USACE has no standard format

10. Do labs have to actually be accredited, or do they just have to meet the requirements for accreditation
    Labs shall be accredited. Reference Part I Section C paragraph 9e, "all analyses will be performed by a laboratory accredited by an accrediting authority recognized by the National Environmental Laboratory Accreditation Program (NELAP) for the analytes/analyte groups and matrices to be analyzed. All analyses will be performed within the holding period described by the analytical procedure. Analyses shall be conducted using approved methods developed by the U.S. EPA, ASTM, USGS, or other recognized entities.

11. When is the proposal due, the solicitation says 12:00 am on June 7, 2004. Is this midnight on June 7th or do you mean noon (12:00 pm).
    Proposals are due 7 June, 2004 by 2:00 pm, Central Standard Time.

12. Is Form 254/255 is the recommended format, or do you prefer another format?
    Do not use Form 254/255. Complete the paperwork provided, SF33 and Bid Schedule and Section K and other technical documents as required. Refer to Section L, Part I.

13. Please define the term "key subcontractor" as used on page 44, Part L.B.1.b.
    Key Subcontractors – Section L, pages 44-45 paragraph b states, "as defined by offeror" Offerors need to define who their key subcontractors will be in order to perform work required in Section C. They need to identify who the key subs will be and present that info to us.

14. Please provide us with an estimated amount or percentage of work assignments for each work category (Part L.C.1.a.), to be used in determining the dollar amounts for determining small business participation as requested in section L.B.5.

See FAR Clause 52.219-9 paragraph d (on page 33 of main solicitation).

15. Do the reference letters have to be on HNTB as a firm (and the subcontracting forms), or on the individuals noted as key personnel? Would it be acceptable to have references for the firm over-all as well as for key individuals?

Refer to pages 44-45 paragraph b for complete requirements. Refer to Section L, page 46 paragraph b, references are for the firms overall. We ask for resumes of key personnel.

16. Do the reference letters have to be for same scope of work or any previous Corps contract, or for work performed by the firm/individuals in general?

Section L, paragraph 3a explains that the references should be for work on relevancy and commensurate size contracts.

17. Part I, Section B (page 1): Does the RFP require submittal of one Price Schedule to include all staff included in the proposal, or one schedule for the prime and separate schedules for each subcontractor?

Submit one inclusive price schedule.

18. Part I, Section B (page 1): The Price Schedule specifies daily rates for personnel. How should overtime for non-exempt personnel be compensated under the proposal?

Hourly rates are calculated as 1/8 daily rate.

19. Part I, Section C, II (B), Contractor's Obligation (page 9): This section specifies that the contractor is obligated to provide five study managers and three field crews. Is this intended to require three field crews for each general scope area (ex. Three field crews for historic properties assessments, three field crews for endangered species assessment, three field crews for water and sediment quality assessment, etc.)?

No, it is intended to require minimum capability to run 5 concurrent studies of any type and 3 concurrent field investigations.

20. Part I, Section D, 15, Cost Effectiveness and Incremental Cost Analysis (page 22): This section describes tasks typically performed by an economist. However, the Price Schedule does not include economist positions. Which labor categories should be used for economist staff?

These tasks are performed by contractor environmental personnel using Corps of Engineers planning guidance and software.

21. Part I, Section E, I, Coordination (page 26): This section and others specify tasks to be performed by the contractor's project manager. Which labor category is anticipated to be used for project management tasks?

Project manager tasks will be performed by contractor senior technical staff on project.

22. Part I, Section G, IV, Compensation to the Contractor (page 29): This section specifies that work will be performed on a negotiated lump sum basis. Part I, Section B, 6 of the solicitation describes a unit price contract. Does CESWG anticipate performing assignments on a negotiated lump sum basis, or through the application of the unit prices provided in the schedule?

Task orders will be awarded on a negotiated lump sum basis.

23. Part IV, Section K, Representations, Certifications and Other Statements of Offerors: Are these representations and certifications required from both the prime and subcontractor, or only the prime contractor submitting the proposal?

Government requirements are from the prime only.

24. Part IV, Section L, I (A), General Information (page 42): Are there specific formatting requirements for the Contracting Documents submittal? Are five electronic copies of the Section B submittal required, or one copy with the original? What formant is required for the electronic copy (ex. Spreadsheet or pdf)?

See Section L, Part I. 1 paper original and 5 paper copies of Schedule B; electronic copy should be in excel spreadsheet format. Only 1 CD is required.

25. What is the projected award date for the contracts awarded under this RFP?

The date is situational based on various factors.

26. Since much of the work we have done that is pertinent to this solicitation is for the Galveston District, is it all right if we use the District as a reference for one of the Past Performance Questionnaires and in the Table of References?

Yes

27. Since Special Studies and Technical Reports are listed in the Scope of Work and Statement of Work in Part I, but are not included in Part IV, L.I.C, Technical Information to be Submitted, is it ok to add that information to "Demonstration of Capability to Perform Typical Tasks"?

Yes

28. Is it possible to post a Microsoft Word or Excel version of the solicitation to make the process of completing Section B, as well as Section K, more efficient?

No

29. Section B: Will you include these as new labor categories: program and project managers?

No.

30. Reference Section K, page 6 of 17 - FAR 52.219-1 - Please clarify the size standard for this solicitation. Is the size standard for small business $6 million or is it 500 employees? This is an important distinction in developing the subcontracting plan.

$6M

31. P.42, Sect. L IA3. Checklist for each section. Do you want a separate checklist in front of each section (1 through 5 in Technical and 6 in Price) or can we provide a detailed Table of Contents for each volume containing the level of detail required in Section L?

Either

32. P.42, Sect. L IA3.Please confirm that you want a checklist for the Price volume.

No

33. P.42, Sect. L IA5. Please confirm that you would like one CD per notebook for Section B.

Yes

34. P.42, Sect. L IA5. Please clarify that you only want CDs of Section B.

Yes

35. P.42, Sect. L IA4&5. Do you require a maximum size for the 3-ring binders for Technical and Price? (ie, 1", 1 ½ ", 2"?)

No.

36. P.44, Sect. L 1a. Should the equipment/facilities table be linked back to *specific* projects or should it be more general (ie, linking it back to the 7 groupings of the Typical Tasks)?

General

37. P.44, Sect. L,1-Technical Capability, 2nd sentence states "...shall contain a table...which summarizes...". Is it acceptable to provide separate tables for (1) "general past performance experience" and (2) "equipment and facilities"?

Yes

38. P. 44. Sect. L 1b. Public Involvement Specialist. With respect to the Public Involvement Specialist position for the resume section, do you want someone who arranges the meetings or someone who writes public involvement plans – or both?

Both

39. P.44, Sect. L 1b. Since there are more disciplines listed in Schedule B than are listed in Section L, please clarify: Is the request for resumes for the proposal for ALL personnel listed in Schedule B or ONLY those listed in Schedule L? In Section L, page 44, item 1b states "Provide detailed resumes.. in positions listed below." In Section C, page 24, item III.A Second sentence states "Positions and disciplines listed in Section B..." and the last sentence states "The contractor shall present resumes for all senior and staff scientists and consultants expected to work under this contract."

Refer to Section L, page 46 paragraph b, references are for firms overall. We ask for resumes of key personnel.

40. P. 44, Sect. L 1b. Do you want to see resumes for program and project managers?

No.

41. P.44, Sect. L 1b.Average years of experience: please confirm that you want an "average year" figure for each individual.

Reference Section L, we ask for the average for firm.

42. P.45, Sect. L IB3a. Please confirm that you want projects and/or task orders to be shown individually within the table? The language within **a.** is conflicting: "provide a table of *contracts* and subcontracts for *projects*"; "projects valued at $150,000..."; "*Contracts* listed may include...". "Include the following information for each *contract*..."; "*Contract* number..." (but did not request task order number).

We require project specific information.

43. P. 44-45, Sect. L 1a and 2, 3. Can projects shown in 2 & 3 be repeated in 1?

Yes.

44. P.49-50. Evaluation Factors. You have stated that our section 1 Technical Capability will be evaluated on 9 "typical tasks". Yet you have asked us, in Section L, to show work in 7 "typical tasks." Please confirm that you want us to group work in our proposal by the 7 areas, not the 9 listed in M.

Group work in the proposal by the 7 areas listed in Section L1a., page 44.

45. P. 47. Part IV-General Instructions. Please clarify what follows this; what follows in the document is Section M.

Section I – Contract Clauses, page 1 of 107.

46. There were two Section Ls in the solicitation document. One is numbered pages 1-10 (Clauses Incorporated by Full Text) and the second (Section L – Instructions, Conditions and Notices to Bidders) is numbered pages 41-47. Please confirm that the total of these two sections is the complete Section L.

The solicitation document contains two Section Ls. Delete the Section L (Clauses Incorporated by Full Text) with page numbers listed as "Page 1 of 10", Page 2 of 10", etc. Delete all 10 of these pages. Section L with page numbers 41 through 47 remains.

47. Do you require that the proposal be printed on 30% post-consumer recycled paper?

See FAR Clause 52.204-4, Section I, page 13 of 107.

48. Page 42 of the solicitation, under Item 1.A.5, lists the information to be included in the "Other Contracting Documents," Included in the list is "(Section A)". I am unclear what this item is. Could you clarify?

Section A means the SF33.

49. Standard Form 33 is in the same list as described above. Am I correct in understanding that this form should NOT be the first page of the proposal, as referenced on page 3 of 10, Section L, item (2)?

Disregard this Section L. See answer to question #46. The SF33 is usually the first page of the proposal.

SECTION A - SOLICITATION/CONTRACT FORM

The required response date/time has changed from 07-Jun-2004 12:00 AM to 07-Jun-2004 02:00 PM.

(End of Summary of Changes)