

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 of 71
2. AMENDMENT/MODIFICATION NO. 01	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY U.S. Department of Labor ETA Office of Job Corps and Youth Services 61 Forsyth Street, SW, Room 6T95 Atlanta, Georgia 30303	CODE	7. ADMINISTERED BY (If other than Item 6)	CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)  POTENTIAL OFFERORS - FOR THE GAINESVILLE JOB CORPS CENTER OPERATION AND CAREER DEVELOPMENT SYSTEM SERVICES		9A. AMENDMENT OF SOLICITATION NO. 94010000	9B. DATED (SEE ITEM 11) FEBRUARY 7, 2001	
		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 **9** 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 \_\_\_\_\_ 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 DATE (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) 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 **N/A** copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  
1. This amendment is issued to amend the RFP and to provide potential offerors the questions and responses from the Pre-Proposal conference held February 16, 2001, and other pertinent information.

Remove	Replace	Comments
C-10	C-10	Business Clerical slots are amended.
E-1	E-1	Change in the Government Authorized Representative
I-1 through I-4	I-1 through I-24	Section I has been updated to reflect most recent changes in the FAR and Job Corps procurement requirements
J8 & J9	J-8 through J-9A	2110 Center Operations and Outreach, Admissions and Career Development Systems Services for the Base period and Options years.
J-30	J-30	Vocational Training Program amended to reflect the National Training Contractors.
K-1 through K-15	K-1 through K-13	Section K has been amended to reflect the most recent changes in the FAR and Job Corps procurement requirements.
L-11	L-11	Item 2 amended to read Staffing Resources Proposal
M-5	M-5	Last paragraph amended to reflect the increased rate of \$145,100.

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) D. E. SCOTT, CONTRACTING OFFICER
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15B. CONTRACTOR/OFFEROR  ----- ----- <i>(Signature of person authorized to sign)</i>	15C. Date Signed	16B. UNITED STATES OF AMERICA  BY ----- ----- <i>(Signature of Contracting Officer)</i>	16C. Date Signed
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NSN 7540-01-152-8070  
PREVIOUS EDITION UNUSABLE

30-105

STANDARD FORM 30 (REV. 10-83)  
Prescribed by GSA -FAR (48 CFR) 53.243

1. The Contracting Officer brought to the attention of all attendees that Centers in the State of Florida are not performing well with GED results. GED is a major focus of this procurement.
2. The Policy and Requirements Handbook has been updated to include Career Development System Services, in Job Corps Information Notice NO. 00-22, which is included with this amendment.
3. The Annual Utility cost estimates for the newly constructed Dormitory and Recreation buildings are: Electric- \$53,000; Gas- \$5,000 and Water - \$1,900.
4. The Gainesville Job Corps Center Vehicle listing.

	<u>Questions</u>	<u>Answers</u>
1	Does the new female wing accommodate all the females?	Yes.
2	Can you tell me which portions of the GED are not consistently being passed?	We do not track this data.
3	How many students on average have some form of handicap?	Currently approximately 35, potentially all 350 slots could require accommodations for the physically challenged. At this time there is no set number for these accommodations.
4	Could you provide a copy of student survey?	Yes, the survey is included as an attachment to this amendment.
5	On average how many students need interpreting services?	Currently 5 students receive these services but this will vary according to student population and need.
6	Is the cost of water/sewage available?	The cost for water and sewage for the period 1/1/00 through 12/31/00 was \$33,648.
7	With the correction on the Business Clerical slots do the total change to 147.	Yes, please refer to amended page C-10
8	How large is the ESL program	Varies according to student population and need.
9	Where are students coming from and which contractor is providing the service.	Most of the students come from the state of Florida. Florida Employment Services and Jackson-Pierce Public Affairs Inc. provide services
10	What are the home geographic locations of students arriving at Gainesville?	Almost exclusively the state of Florida.
11	Is it a DOL expectations that students are supervised 100% of the time when on Center?	Successful offeror is accountably/responsible for the students 100% of the time they are on center.

12	Is it disadvantageous for new and emerging business (offeror) to request advance payments as an avenue for finances to start up?	Advance payments are not an option at this time for the Office of Job Corps.
13	DOL's requirement use wage surveys- Because an offeror would desire and attempt to retain and place "high performing" and experienced staff when possible, is it DOL's expectation that an offeror will propose wages in a variety of ranges?	Yes.
14	Please address the answer specifically to whether or not an offeror can use different projected ranges-based on a recruitment/retention/incentive plan that projects that some staff would be in entry levels, some staff in median ranges and some staff at higher ranges?	Yes, as long as salaries are within the guidelines of the wage survey.
15	We have read the PRH section on counselors and we need clarification on what DOL's expectation of the scope of the counselor's role is? Are the counselors' role inclusive of counseling in all areas of academic, social, health, legal, and placement following graduation from JC?	Each offeror should propose their specific approach. The government is seeking innovative ideas.
16	An observation we have of Job Corps is that security is excessive, in some cases it seems to be similar to minimum incarceration. Please explain the Job Corps approach to security. Because participation as a student/resident of Job Corps is voluntary, are the high levels of security due to a history of large numbers of incidents/and or likelihood of incidences, (or) to keep the public out, (or) hold the Job Corps student in? Would DOL disfavor a proposal to "lighten up" and treat these Centers more like campuses?	Security of our students is our number one priority and the government is open to innovation approaches. Security's job is primarily to protect students and property form non-Job Corps individuals.
17	What was the number of reportable incidences at the Gainesville Job Corps during the past two years?	44 reportable incidences occurred during the period August 8, 1998 through February 14, 2001. This total may include more than 1 person and may include staff or students.
18	The RFP requires the offeror to show staff for NTC classes. Does this mean that they are recruited and selected by the contractor?	No the NTC's are provided by the local Unions.
19	Is it necessary in the proposal to have signed sub contracts? Or may an offeror project the intent, and if so, how much detail is necessary?	Sub contract plans must comply with section L of this RFP.
20	The RFP states that the DOL reserves the right to require commitments from key personnel. Does this mean that a proposal MUST include commitments or not?	Yes it is highly recommended that offerors provide commitments as part of their proposal.

21	We have noticed that some sub contracts with some Job Corps (such as Food Services and Health Services) are listed on the CBDnet. The associated Job Corps are operated by private contractors? Can you tell us why these would be listed as government contracts?	Please refer to Section H. item H.7 of the RFP.
22	The RFP states that in an oral briefing, an offeror cannot mention costs. May an offeror mention cost in a generic way, such "cost effective", "cost saving"etc.?	Yes.
23	Is the government owned data equipment at this Center fully supportive and sufficient to fulfill all DOL data collection and reporting requirements under this contact? Is there software and data equipment that the Contractor will need to supply and/or integrate in order to fulfill this contract?	The current equipment is adequate for the current program. Each offeror must propose software and equipment based on their individual requirements.
24	We are unfamiliar with the equipment available for the oral briefing identified as equivalent to Proxima. Will this equipment accommodate Power Point 2000? If so, will you have computers there for use or should an offeror bring their own lap tops? If DOL will have computer available, will the accommodate Power Point 2000 on a CD/Rom? Will the equipment have a remote control?	Yes the equipment will accommodate Power Point 2000. Offerors shall bring lap tops. No government computers will be provided. .
25	What is the average length of stay at Gainesville? What is the turnover rate?	143.3 days as of January 5, 2001
26	We have been told that most students arrive at Job Corps with expectation that they well gain training in a field they have chosen through the admissions process. Please address DOL's expectation that a Center will maintain full capacity and classroom capacity. Does the DOL expect that a Center will schedule students as needed to keep classes full (or) will the Center operate with different class numbers than projected in order to meet student needs? May an offeror devise their own needs assessment upon student entry and assign student's training and curriculum based upon a match?	The Center will operate based on student need. Operators should propose services to students based on individual student needs as they are assessed. Such service should be based on efficient resource utilization, however.
27	Information that is to be submitted on diskette or CD-ROM, can it be submitted in Microsoft Word format	No.
28	Training slots page C-9 and C-10 It appears only 1/2 are depicted, should number be 264 instead of 132 plus 15 ACT.	Training slots have been amended to reflect Business Clerical at 30 slots in lieu of 15 slots the total is amended from 132 to147. Please refer to amended RFP page C-10.
29	Ref: Pg C-3; What is the timeline associated with the completion of all physical improvements and/or modifications to the existing physical plant?	National Office major renovations should be completed September 2001.

30	Ref: Pg C-4; Please describe, in detail, the "environmental hazards" and associated "clean-up" projects mentioned in paragraph #4.	The site was previously an Army-Air Corps base. Cleanup is related to underground storage tank leaks. Current status relates to groundwater monitoring wells.
31	Ref: Pg C-9; Item #16 Please verify that the ESI (English as a Second Language) requirement applies to this contract.	Yes.
32	Ref: Pg. C-10; There appears to be no health-related vocational training program listed as a vocational offering. Is this correct?	HOT was changed to ACT slots and Retail Sales is converting to Optical Retail sales.
33	Ref: Pg C-10; Please provide a comprehensive list of all of the NTC's currently involved in the Gainesville Job Corps Center, including the actual names of the contractors	United Brotherhood of Carpenters & Joiners (UBCJA) Operative Plasters and Cement Masons (OPCMI) International Masonry Institute (IMI) International Brotherhood Painters Allied Trades (IBPAT)
34	Pg C-15; Section 2; Please verify that the annual assigned placement pool figures reflected here are correct?	They are correct please refer to the regional CDSS Plan for the specific zones of influences.
35	What is the current adjustment percentile for the rate of inflation?	The inflationary rate offerors will use for this procurement is 2.1%.
36	Please provide a comprehensive overview of student demographics for this center.	Please refer to the MSO-20 report provided with this amendment.
37	When will the presentation room be available for preview?	March 1, 2001
38	How much lead-time will be given from date of notification to the date of oral presentations?	The lead times will vary all offerors will be notified on April 11, Oral Presentations will begin on April 16, 2001.
39	Please clarify that a computer data projector will be available for use during the oral presentations.	Yes a Proxmia projector will be made available.
40	Page C-10: Retail Sales (Optician) Please explain-elaborate...	This trade is in the process of being upgraded in conjunction with an employer partnership. Students are learning how to sell eye glasses.
41	Page C-10: Should "Training Slots" be doubled? Look at Page J-30-inconsistency	No.
42	Page J-1 Item J-17- Will the Region III CDSS Plan be available?	The CDSS is available on the Job Corps web site <a href="http://www.JCTRC.org">www.JCTRC.org</a>
43	Page L-7 Item (XI)-Is there special equipment at the Center now? Special staffing?	Yes, Please refer to the inventory listing provided at the pre-proposal conference Yes
44	Pages L8-L9 (c) CDSS-Are these questions to be addressed in the Center Presentation or in the 30 minute CDSS presentation?	These questions will be addressed during the oral presentation portion for CDSS.

45	Page M-1 Indicates 5 points possible for the Sub-Contracting plan-Page M-5 #4 talks about 5 points for a sub-contract with SB, SDB,, WOB-Does this mean 5 additional points?	Only 5 points are available M-1 shows the maximum points available.
46	Some have not seen a Job Corps Contractor Past Effectiveness Report in months-What automated Past Effectiveness Report will be utilized?	The most recent report available.
47	Page M-7 paragraph "f"- Can you explain what this means?	<p>The 10% pricing preference for Small Disadvantaged and HUBZone businesses is required by the FAR Part 19. The purpose is to give an advantage to SDBs and HUBZone small businesses in full and open competitions only.</p> <p>The pricing preference is used for evaluation purposes only and does not affect the amount of the award to the successful offeror. Award will be made to the firm whose proposal offers the best value to the government at the price proposed and agreed to by the government.</p> <p>Small Disadvantaged and HUBZone firms shall indicate in their transmittal letters whether or not they elect to waive the pricing preference.</p>
48	Reference Page 1-4: Item 1-3 with regard to this EPA Certification with DOL provide clarification as to the applicability of this certification.	This is required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. 6962(J)(2)(C))
49	Reference page K-9 & K-10 Clarification on these Certifications is requested (item k-9 & k-10) Clean air and water and cert. of toxic chemicals.	These are standard requirements for all Job Corps contracts.
50	Page M-5 Compensation Level of \$145,000 per year is this limited to this procurement only? If not, where has this identified in the regulations.	The rate for maximum compensation rate in current Job Corps Contracts is \$141,300. The Office of Personnel Management has increased the Senior Executive level II annual rates to \$145,100, therefore the maximum compensation rate for Job Corps contracts is amended to this level in section M of the RFP. Please refer to the amended page M-5.
51	Will a copy of the VST project for major renovation be provided?	No, the current approved plan will be reviewed by the successful offeror and the Regional office.
52	With the correction of the Business Clerical slots does the total change to 147.	Yes.
53	Can we get a Copy of the "Gap" for the Gainesville Center?	Yes it is provided as an attachment to this amendment.

54	We request copies of MP035 Monthly Center Summary Report, POMS10 Placer outcome standards, MS010 New Enrollee Characteristics and MS020 Education Report by Center for the final program year 1999 and the latest available for Program year 2000.	The MPO35 and MSO10 are not available for this year. The MSO20 and POMS10 are provided as requested. We are providing the following additional reports MSO17, VES10 and Terminee Breakdown for your information.
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March 2, 2001

**DIRECTIVE:           JOB CORPS INFORMATION NOTICE NO. 00-22**

TO:                    ALL JOB CORPS NATIONAL OFFICE SENIOR STAFF  
ALL JOB CORPS REGIONAL DIRECTORS  
ALL JOB CORPS CENTER DIRECTORS  
ALL JOB CORPS CENTER OPERATORS  
ALL NATIONAL TRAINING AND SUPPORT CONTRACTORS  
ALL OUTREACH, ADMISSIONS AND CDSS CONTRACTORS

FROM:                RICHARD C. TRIGG  
National Director  
Office of Job Corps

SUBJECT:            PRH Policy Development and Implementation for Career Development Services System  
(CDSS)

- (1)    Purpose. To provide the Job Corps community with interim policy on the CDSS.
- (2)    Background. Since the enactment of the Workforce Investment Act in August 1998, Job Corps has moved forward quickly to implement the new provisions of our authorizing legislation. The Job Corps system has embraced the CDSS as a significant step in ensuring that our students achieve the skills needed for long term success in the labor market, as envisioned by the legislation.

The CDSS concept has evolved over the past several months as regions have aggressively implemented their CDSS plans and refined their systems for services to students. Many policy decisions regarding CDSS have been made by the Federal Management Team, however, they have not been formally incorporated into the Policy and Requirements Handbook. The full implementation date for CDSS is July 1, 2001. With that date fast approaching, I want to share my vision for CDSS and bring you up-to-date on our plans and schedule for policy development, training and implementation.

We are proceeding rapidly to incorporate all of the policy decisions that have been made into the PRH. However, in order to make the PRH truly reflective of the system wide change required to successfully implement CDSS, the Federal Management Team has determined that a restructuring of the PRH is necessary. We have organized a workgroup to undertake this important task. The workgroup will ensure that the restructured PRH clearly identifies all phases of the CDSS, along with all of the attendant policy changes. The restructured PRH will be complete and available to the field by July 1, 2001. Prior to that time, a draft will be widely distributed for comment.

Concurrent with the full implementation of CDSS, we will begin the roll-out of the Center Information System (CIS). Like CDSS, CIS will have a significant impact on our entire system. To ensure that these changes are clearly communicated to the Job Corps community, the National Office is developing a series of training sessions which will be delivered across the country this summer. We will keep you advised as plans are finalized.

Attached you will find interim policy guidance to assist you as you implement CDSS. Included is a description of CDSS, assumptions which guide its development, and the policy decisions that have been made by the Federal Management Team.

- (3) Action. In the absence of a defined policy, contractors should receive clarity from their Regional Director. All addressees are to ensure that a copy of this Notice is distributed to their appropriate staff.
- (4) Expiration Date. Until superseded
- (5) Inquiries. Please direct any questions or comments to your Regional Director.

Attachment

## **Vision for CDSS**

The Career Development Services System is a system wide approach and methodology for equipping students with the knowledge, skills, abilities and support needed for long term success in the workforce. CDSS involves a continuum of experiences and services which begin with outreach/admissions and are infused throughout all phases of training and transitional support, resulting in stable employment, liveable wages and career progression.

### **CDSS Design Assumptions:**

- Every student comes to Job Corps with the potential to graduate.
- Every student, regardless of length of stay, should leave Job Corps with improved skills.
- Knowledge of basic job search and employability skills provides a competitive advantage for students. Early instruction focuses the attention of students and staff on the importance of these skills and ensures that even those who leave the program prior to graduation have the opportunity to acquire beneficial job search skills.
- Cooperative working relationships between Job Corps and other community employment and training entities, including One-Stop centers, increase the availability of resources and services for our students.
- Student competency in using information technology increases the chance of success in the job market and in society. Providing instruction early in enrollment ensures that all students have the opportunity to attain a basic working knowledge that will be of benefit in the workplace and in life.
- Student commitment to Job Corps participation is increased through the early establishment of strong human connections with staff and other students.
- Informed career planning and goal setting increase a student's understanding of the relevance of training and increase the likelihood that career goals, once set, will be achieved.
- Every student who separates from Job Corps should receive some level of placement assistance (the minimum level being referral to a One-Stop or other service provider).
- To remain successfully attached to the work force, workers need to be able to identify their personal needs for supportive services and know how to access those services within their communities. Involving students in early identification of their needs and connecting graduates with such services increases the likelihood that they will be able to become self-sufficient in meeting their individual needs.

### **Career Development Services System Design:**

- Outreach/Admissions - Outreach/Admissions staff create networks with youth development agencies and community organizations, including One-Stops, to share Job Corps' career development focus and reach prospective students. CDSS begins at the first contact with Job Corps through the admissions process, where applicants learn how Job Corps can assist them in selecting and acquiring training in careers that are appropriate for today's work force.
- Career Preparation Period - Staff and students welcome new arrivals and help them acclimate to center life. New students work with staff to begin the career exploration and planning process resulting in a Personal Career

Development Plan which serves as a blue print for their Job Corps experiences. Students learn basic social, employability and information technology skills, and visit local One-Stop career centers.

- Career Development Period - Students pursue their career goals through integrated academic, vocational and social skills training activities on-center and continue to develop information technology and employability skills related to their career goals. They also learn and practice skills off-center at actual work sites under the direction of Job Corps' employer partners. In addition, students learn how to identify and access support services needed to live independently and begin the job search process by connecting with Career Transition Specialists who will assist them in making a smooth transition from center life to a career.
- Career Transition Period - Graduates work with Career Transition Specialists (CTS) to find appropriate placements. For an additional 12 months following the initial placement, Career Transition Specialists assist graduates in finding subsequent placements or job upgrades and connecting with the support services they need to stay employed and live independently. Former enrollees receive initial job placement assistance for up to 90 days following separation.
- Career - Job Corps graduates are entrenched in their career paths, with liveable wages and upward mobility opportunities. They are self-sufficient and remain productive members of the workforce for years to come.

### **Policy Decisions to Implement the Career Development Services System:**

The following policy decisions have been agreed to by the Job Corps Federal Management Team:

- The Career Development Services System will be comprised of five phases: Outreach/Admissions, Career Preparation Period, Career Development Period, Career Transition Period and Career.
- The Graduate definition is revised to parallel the WIA graduate definition as follows: a Graduate is one who completes the requirements of a vocational training program, or receives a secondary school diploma or its equivalent, or both.

Certification of employability skills is no longer a requirement for graduation; however, the attainment of employability skills is important for job retention, and training in these skills is required to begin during the Career Preparation Period and continue through Career Development.

- A former enrollee is defined as one who remains in Job Corps for 60 days or longer and separates without achieving graduate status.
- An uncommitted student is defined as one who remains in Job Corps less than 60 days (even those who attain a GED in this period) or who separates for a Zero Tolerance level one infraction.
- Information Technology and Employability Skills are front-loaded; students shall receive exposure to these skills during the first 60 days of enrollment.
- Visits to One-Stop Centers are included among required activities during the Career Preparation Period.
- The requirement for vocational assignment is expanded to 60 days.

- The Memorandum of Understanding (MOU) between the National Training Contractors and each center where NTCs operate, is being updated to incorporate changes resulting from WIA and CDSS implementation.
- Levels of service to separated students and time frames for providing those services are changed significantly as follows:
  1. Graduates are entitled to Career Transition Services (initial and subsequent placement and Career Transition Support Services such as housing and transportation assistance). While it is expected that initial placement will occur shortly after graduation, the initial placement window is changed to 12 months following separation. Career Transition Services are provided for a period not to exceed 12 months from the date of initial placement. Since initial placement can take place at any time during the 12 month period immediately following separation, it is possible that Career Transition Services can be provided for a period up to 24 months from the date of separation. It is important to note, however, that if initial placement of a graduate does not occur within the 12 month period immediately following separation, no additional Career Transition Services shall be required.
  2. Former Enrollees receive initial placement services for up to 90 days following separation.
  3. Uncommitted students receive a referral to a One-Stop Center or similar service provider. They are not eligible for the services provided to either Graduates or Former Enrollees.
- Placement reporting time frames are changes as follows:
  1. Graduate initial placement may be reported for up to 12 months following separation. If a graduate is placed within that 12 month period, then tracking and updating of placement status continues for 12 months following initial placement. Therefore, the maximum possible reporting time period for a graduate is 24 months.
  2. Placement of all Former Enrollees must occur and be reported within their first 3 months of separation.
- Centers and designated Career Transition Service providers must ensure that placements are reported and accepted by the Job Corps Data Center, through the national automated system, within 30 days of placement verification.
- The current definition for “Apprenticeship Placement,” (located in Exhibit 7-1 of the PRH) is changed to include only registered apprenticeship jobs/programs.
- OA contractors are required to develop Co-Participation linkages with the local One-Stop system and WIA partners, and to introduce Job Corps applicants to the One Stop System. Students may participate with Co-Enrollment partners after completing the Career Preparation Period.

Vocational Offerings	Training Slots	
	On Center	Off Center
ACT College Program (Sante Fe Community College)		15
Auto Repair Technician	10	
Auto Body Repair	10	
Building and Apartment Maintenance	12	
Culinary Arts	10	
Pre-Law Enforcement (Security)	10	
Retail Sales (Optician)	15	
Business Clerical / Information Technology	30	
Painter (NTC)	10	
Tile-setter (NTC)	10	
Plasterer (NTC)	10	
Carpenter (NTC)	20	
<b>Total Vocational Slots</b>	<b>147</b>	<b>15</b>

18. **Work-Based Learning:** The contractor will incorporate work-based learning as a primary instructional method of training. Students will be provided opportunities to learn about career opportunities and employer expectations, and to learn about and apply new occupational skills in actual work places and on real work projects. Specific requirements regarding training methods and procedures are found in PRH, 2.18.
19. **Vocational Skills Training (VST):** The contractor will provide training to students in the eligible trades through work on actual construction or manufacturing projects. Projects accomplished through the VST program will provide students with quality training in a wide range of required skills. Policies and procedures for implementing a VST program are found in PRH, 2.19.
20. **Advanced Career Training (ACT) (X is \_\_\_ is not applicable to this contract):** The contractor will provide advanced vocational training through enrollment in post-secondary institutions to students who

## SECTION E. INSPECTION AND ACCEPTANCE

### E.1 IDENTITY AND AUTHORITY OF THE GOVERNMENT AUTHORIZED REPRESENTATIVE (FAR 42.302)

- A. The authorized representative of the Contracting Officer is **Amy Stevens**, whose authority to act on behalf of the Contracting Officer is limited to the extent set forth in B below. Under no circumstances is the Government Authorized Representative (GAR) authorized to sign any contractual documents or approve any alteration to the contract involving a change in the scope, price, terms or conditions of the contract or order.
- B. The GAR is authorized to:
1. Monitor and inspect contractor's performance to ensure compliance of the scope of work.
  2. Make determinations relative to satisfactory or unsatisfactory performance, including acceptance of all work performed and/or all products produced under the terms of the contract.
  3. Review and approve invoices.
  4. Review and approve contractor's project staff as may be called for on the contract.
  5. Recommend program changes to the Contracting Officer as a result of monitoring or as may be requested by the contractor.
  6. Review, coordinate changes or corrections, if any, and accept all reports (including any final reports) required under the contract.
  7. Review and approve required plans, i.e., Outreach Plan, Publicity Plan, Travel Plan, etc.
- C. All inspections and evaluations shall be performed in such a manner as to not unduly delay the contractor's work.

Inspection and acceptance of the work called for under this contract shall be made by the GAR at the contractor's offices or at the U. S. Department of Labor, Employment and Training Administration, Regional Office. Inspection and acceptance activities required by this contract shall be performed as directed by the Contracting Officer.

## SECTION I. CONTRACT CLAUSES

### I.1 CLAUSES INCORPORATED BY REFERENCE 52.252-2

This contract incorporates one or more clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also the full text of a clause may be accessed electronically at these addresses:

[www.arnet.gov/far/fac](http://www.arnet.gov/far/fac)  
[www.far.npr.gov](http://www.far.npr.gov)  
[www.gsa.gov/forms/far](http://www.gsa.gov/forms/far)

#### Federal Acquisition Regulation (48 CFR Chapter 1) Clauses

CLAUSE	TITLE
52.202-1	Definitions
52.203-3	Gratuities
52.203-5	Covenant Against Contingent Fees
52.203-6	Restrictions on Subcontractor Sales to the Government
52.203-7	Anti-Kickback Procedures
52.203-8	Cancellation, Recission, & Recovery of Funds for Illegal or Improper Activity
52.203-10	Price or Fee Adjustment for Illegal or Improper Activity
52.203-12	Limitation on Payments to Influence Certain Federal Transactions
52.204-4	Printing/Copying Double-Sided on Recycled Paper
52.209-6	Protecting the Government's Interest when Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment
52.215-2	Audit and Records - Negotiation
52.215-8	Order of Precedence - Uniform Contract Format
52.215-10	Price Reduction for Defective Cost or Pricing Data
52.215-11	Price Reduction for Defective Cost or Pricing Data-Modification
52.215-12	Subcontractor Cost or Pricing Data
52.215-13	Subcontractor Cost or Pricing Data - Modifications
52.215-14	Integrity of Unit Prices
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52.224-2	Privacy Act
52.225-1	Buy American Act - Balance of Payments Program -Supplies
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## 1.2 Contractor Use of Mandatory Sources of Supply. 52.208-9

Contractor Use of Mandatory Sources of Supply (Mar 1996)

(a) Certain supplies to be provided under this contract for use by the Government are required by law to be obtained from the Committee for Purchase from People Who Are Blind or Severely Disabled (Javits-Wagner-O'Day Act (JWOD) (41 U.S.C. 48)). Additionally, certain of these supplies are available from the Defense Logistics Agency (DLA), the General Services Administration (GSA), or the Department of Veterans Affairs (VA). The Contractor shall obtain mandatory supplies to be provided for Government use under this contract from the specific sources indicated in the contract schedule.

(b) The Contractor shall immediately notify the Contracting Officer if a mandatory source is unable to provide the supplies by the time required, or if the quality of supplies provided by the mandatory source is unsatisfactory. The Contractor shall not purchase the supplies from other sources until the Contracting Officer has notified the Contractor that the mandatory source has authorized purchase from other sources.

(c) Price and delivery information for the mandatory supplies is available from the Contracting Officer for the supplies obtained through the DLA/GSA/VA distribution facilities. For mandatory supplies that are not available from DLA/GSA/VA, price and delivery information is available from the appropriate central nonprofit agency. Payments shall be made directly to the source making delivery. Points of contact for JWOD central nonprofit agencies are:

- (1) National Industries for the Blind (NIB)  
1901 North Beauregard Street, Suite 200  
Alexandria, VA 22311-1705  
(703) 998-0770
- (2) NISH  
2235 Cedar Lane  
Vienna, VA 22182-5200  
(703) 560-6800

### **I.3 NOTIFICATION OF OWNERSHIP CHANGES 52.215-19**

A. The Contractor shall make the following notifications in writing:

1. When the Contractor becomes aware that a change in its ownership has occurred, or is certain to occur, that could result in changes in the valuation of its capitalized assets in the accounting records, the Contractor shall notify the Administrative Contracting Officer (ACO) within 30 days.
2. The contractor shall also notify the ACO within 30 days whenever changes to asset valuations or any other cost changes have occurred or are certain to occur as a result of a change in ownership.

B. The Contractor shall:

1. Maintain current, accurate, and complete inventory records of assets and their costs;
2. Provide the ACO or designated representative ready access to the records upon request;
  - a. Ensure that all individual and grouped assets, their capitalized values, accumulated depreciation or amortization, and remaining useful lives are identified accurately before and after each of the Contractor's ownership changes; and
  - b. Retain and continue to maintain depreciation and amortization schedules based on the assets records maintained before each Contractor ownership change.

- C. The Contractor shall include the substance of this clause in all subcontracts under this contract that meet the applicability requirement of FAR 15.408(k).

#### **1.4 Small Business Subcontracting Plan. 52.219-9**

As prescribed in 19.708(b), insert the following clause: (Oct 2000)

- (a) This clause does not apply to small business concerns.
- (b) Definitions. As used in this clause--

"Commercial item" means a product or service that satisfies the definition of commercial item in section 2.101 of the Federal Acquisition Regulation.

"Commercial plan" means a subcontracting plan (including goals) that covers the offeror's fiscal year and that applies to the entire production of commercial items sold by either the entire company or a portion thereof (e.g., division, plant, or product line).

"Individual contract plan" means a subcontracting plan that covers the entire contract period (including option periods), applies to a specific contract, and has goals that are based on the offeror's planned subcontracting in support of the specific contract, except that indirect costs incurred for common or joint purposes may be allocated on a prorated basis to the contract.

"Master plan" means a subcontracting plan that contains all the required elements of an individual contract plan, except goals, and may be incorporated into individual contract plans, provided the master plan has been approved.

"Subcontract" means any agreement (other than one involving an employer-employee relationship) entered into by a Federal Government prime Contractor or subcontractor calling for supplies or services required for performance of the contract or subcontract.

- (c) The offeror upon request of the Contracting Officer, shall submit and negotiate a subcontracting plan where applicable, that separately addresses subcontracting with small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns. If the offeror is submitting an individual contract plan, the plan must separately address subcontracting with small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns, with a separate part for the basic contract and separate parts for each option (if any). The plan shall be included in and made a part of the resultant contract. The subcontracting plan shall be negotiated within the time specified by the Contracting Officer. Failure to submit and negotiate a subcontracting plan shall make the offeror ineligible for award of a contract

- (d) The offeror's subcontracting plan shall include the following:
- (1) Goals, expressed in terms of percentages of total planned subcontracting dollars, for the use of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns as subcontractors. Service-disabled veteran-owned small business concerns meet the definition of veteran-owned small business concerns, and offerors may include them within the subcontracting plan goal for veteran-owned small business concerns. A separate goal for service-disabled veteran-owned small business concerns is not required. The offeror shall include all subcontracts that contribute to contract performance, and may include a proportionate share of products and services that are normally allocated as indirect costs.
  - (1) A statement of--
    - (i) Total dollars planned to be subcontracted for an individual contract plan; or the offeror's total projected sales, expressed in dollars, and the total value of projected subcontracts to support the sales for a commercial plan;
    - (ii) Total dollars planned to be subcontracted to small business concerns;
    - (iii) Total dollars planned to be subcontracted to veteran-owned small business concerns;
    - (iv) Total dollars planned to be subcontracted to HUBZone small business concerns;
    - (v) Total dollars planned to be subcontracted to small disadvantaged business concerns; and
    - (vi) Total dollars planned to be subcontracted to women-owned small business concerns.
  - (3) A description of the principal types of supplies and services to be subcontracted, and an identification of the types planned for subcontracting to--
    - (i) Small business concerns;
    - (ii) Veteran-owned small business concerns;
  - (4) HUBZone small business concerns;
    - (iv) Small disadvantaged business concerns; and
    - (v) Women-owned small business concerns.

- (4) A description of the method used to develop the subcontracting goals in paragraph (d)(1) of this clause.
- (5) A description of the method used to identify potential sources for solicitation purposes (e.g., existing company source lists, the Procurement Marketing and Access Network (PRO-Net) of the Small Business Administration (SBA), veterans service organizations, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce, or small, HUBZone, small disadvantaged, and women-owned small business trade associations). A firm may rely on the information contained in PRO-Net as an accurate representation of a concern's size and ownership characteristics for the purposes of maintaining a small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business source list. Use of PRO-Net as its source list does not relieve a firm of its responsibilities (e.g., outreach, assistance, counseling, or publicizing subcontracting opportunities) in this clause.
- (6) A statement as to whether or not the offeror included indirect costs in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs to be incurred with--
  - (i) Small business concerns;
  - (ii) Veteran-owned small business concerns;
  - (iii) HUBZone small business concerns;
  - (iv) Small disadvantaged business concerns; and
  - (v) Women-owned small business concerns.
- (7) The name of the individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual.
- (8) A description of the efforts the offeror will make to assure that small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns have an equitable opportunity to compete for subcontracts.
- (9) Assurances that the offeror will include the clause of this contract entitled "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and that the offeror will require all subcontractors (except small business concerns) that receive subcontracts in excess of \$500,000 (\$1,000,000 for construction of any public facility) to adopt a subcontracting plan that complies with the requirements of this clause.

- (10) Assurances that the offeror will--
- (i) Cooperate in any studies or surveys as may be required;
  - (ii) Submit periodic reports so that the Government can determine the extent of compliance by the offeror with the subcontracting plan;
  - (iii) Submit Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and/or SF 295, Summary Subcontract Report, in accordance with paragraph (j) of this clause. The reports shall provide information on subcontract awards to small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, small disadvantaged business concerns, women-owned small business concerns, and Historically Black Colleges and Universities and Minority Institutions. Reporting shall be in accordance with the instructions on the forms or as provided in agency regulations.
  - (iv) Ensure that its subcontractors agree to submit SF 294 and SF 295.
- (11) A description of the types of records that will be maintained concerning procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of the offeror's efforts to locate small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):
- (i) Source lists (e.g., PRO-Net), guides, and other data that identify small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns.
  - (ii) Organizations contacted in an attempt to locate sources that are small business, veteran-owned small business, HUBZone small business, small disadvantaged business, or women-owned small business concerns.
  - (iii) Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating--
    - (A) Whether small business concerns were solicited and, if not, why not;
    - (B) Whether veteran-owned small business concerns were solicited and, if not, why not;
    - (C) Whether HUBZone small business concerns were solicited and, if not, why not;

- (D) Whether small disadvantaged business concerns were solicited and, if not, why not;
  - (E) Whether women-owned small business concerns were solicited and, if not, why not; and
  - (F) If applicable, the reason award was not made to a small business concern.
- (iv) Records of any outreach efforts to contact--
    - (A) Trade associations;
    - (B) Business development organizations;
    - (C) Conferences and trade fairs to locate small, HUBZone small, small disadvantaged, and women-owned small business sources; and
    - (D) Veterans service organizations.
  - (v) Records of internal guidance and encouragement provided to buyers through--
    - (A) Workshops, seminars, training, etc.; and
    - (B) Monitoring performance to evaluate compliance with the program's requirements.
  - (vi) On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address, and business size of each subcontractor. Contractors having commercial plans need not comply with this requirement.
- (e) In order to effectively implement this plan to the extent consistent with efficient contract performance, the Contractor shall perform the following functions:
- (1) Assist small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns.

Where the Contractor's lists of potential small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business subcontractors are excessively long, reasonable effort shall be made to give all such small business concerns an opportunity to compete over a period of time.

- (2) Provide adequate and timely consideration of the potentialities of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns in all "make-or-buy" decisions.
  - (3) Counsel and discuss subcontracting opportunities with representatives of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business firms.
  - (4) Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as small, veteran-owned small business, HUBZone small, small disadvantaged, or women-owned small business for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's subcontracting plan.
- (f) A master plan on a plant or division-wide basis that contains all the elements required by paragraph (d) of this clause, except goals, may be incorporated by reference as a part of the subcontracting plan required of the offeror by this clause; provided--
- (1) The master plan has been approved;
  - (2) The offeror ensures that the master plan is updated as necessary and provides copies of the approved master plan, including evidence of its approval, to the Contracting Officer; and
  - (3) Goals and any deviations from the master plan deemed necessary by the Contracting Officer to satisfy the requirements of this contract are set forth in the individual subcontracting plan.
- (g) A commercial plan is the preferred type of subcontracting plan for contractors furnishing commercial items. The commercial plan shall relate to the offeror's planned subcontracting generally, for both commercial and Government business, rather than solely to the Government contract. Commercial plans are also preferred for subcontractors that provide commercial items under a prime contract, whether or not the prime contractor is supplying a commercial item.
- (h) Prior compliance of the offeror with other such subcontracting plans under previous contracts will be considered by the Contracting Officer in determining the responsibility of the offeror for award of the contract.

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- (i) The failure of the Contractor or subcontractor to comply in good faith with--
- (1) The clause of this contract entitled "Utilization Of Small Business Concerns;" or
  - (2) An approved plan required by this clause, shall be a material breach of the contract.

- (j) The Contractor shall submit the following reports:
- (1) Standard Form 294, Subcontracting Report for Individual Contracts. This report shall be submitted to the Contracting Officer semiannually and at contract completion. The report covers subcontract award data related to this contract. This report is not required for commercial plans.
  - (2) Standard Form 295, Summary Subcontract Report. This report encompasses all of the contracts with the awarding agency. It must be submitted semi-annually for contracts with the Department of Defense and annually for contracts with civilian agencies. If the reporting activity is covered by a commercial plan, the reporting activity must report annually all subcontract awards under that plan. All reports submitted at the close of each fiscal year (both individual and commercial plans) shall include a breakout, in the Contractor's format, of subcontract awards, in whole dollars, to small disadvantaged business concerns by North American Industry Classification System (NAICS) Industry Subsector. For a commercial plan, the Contractor may obtain from each of its subcontractors a predominant NAICS Industry Subsector and report all awards to that subcontractor under its predominant NAICS Industry Subsector.

Alternate II (Oct 2000). As prescribed in 19.708(b)(1), substitute the following paragraph (c) for paragraph (c) of the basic clause:

**1.5 Small Disadvantaged Business Participation Program--Incentive Subcontracting. 52.219-26**

As prescribed in 19.1204(c),

- (a) Of the total dollars it plans to spend under subcontracts, the Contractor has committed itself in its offer to try to award a certain amount to small disadvantaged business concerns in the North American Industry Classification System (NAICS) Industry Sub-sectors as determined by the Department of Commerce.
  - (b) If the Contractor exceeds its total monetary target for subcontracting to small disadvantaged business concerns in the authorized, NAICS Industry Sub-sectors, it will receive 0.05 Determinations made under this paragraph are unilateral decisions made solely at the discretion of the Government.
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- (c) If this is a cost-plus-fixed-fee contract, the sum of the fixed fee and the incentive fee earned under this contract may not exceed the limitations in subsection 15.404-4 of the Federal Acquisition Regulation.

**I.6 52.230-2 Cost Accounting Standards. 52.230-6**

(a) Unless the contract is exempt under 48 CFR 9903.201-1 and 9903.201-2, the provisions of 48 CFR Part 9903 are incorporated herein by reference and the Contractor, in connection with this contract, shall--

- (1) (CAS-covered Contracts Only) By submission of a Disclosure Statement, disclose in writing the Contractor's cost accounting practices as required by 48 CFR 9903.202-1 through 9903.202-5, including methods of distinguishing direct costs from indirect costs and the basis used for allocating indirect costs. The practices disclosed for this contract shall be the same as the practices currently disclosed and applied on all other contracts and subcontracts being performed by the Contractor and which contain a Cost Accounting Standards (CAS) clause. If the Contractor has notified the Contracting Officer that the Disclosure Statement contains trade secrets and commercial or financial information which is privileged and confidential, the Disclosure Statement shall be protected and shall not be released outside of the Government.
- (2) Follow consistently the Contractor's cost accounting practices in accumulating and reporting contract performance cost data concerning this contract. If any change in cost accounting practices is made for the purposes of any contract or subcontract subject to CAS requirements, the change must be applied prospectively to this contract and the Disclosure Statement must be amended accordingly. If the contract price or cost allowance of this contract is affected by such changes, adjustment shall be made in accordance with subparagraph (a)(4) or (a)(5) of this clause, as appropriate.
- (3) Comply with all CAS, including any modifications and interpretations indicated thereto contained in 48 CFR Part 9904, in effect on the date of award of this contract or, if the Contractor has submitted cost or pricing data, on the date of final agreement on price as shown on the Contractor's signed certificate of current cost or pricing data. The Contractor shall also comply with any CAS (or modifications to CAS) which hereafter become applicable to a contract or subcontract of the Contractor. Such compliance shall be required prospectively from the date of applicability to such contract or subcontract.
- (4)(i) Agree to an equitable adjustment as provided in the Changes clause of this contract if the contract cost is affected by a change which, pursuant to subparagraph (a)(3) of this clause, the Contractor is required to make to the Contractor's established cost accounting practices.

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- (ii) Negotiate with the Contracting Officer to determine the terms and conditions under which a change may be made to a cost accounting practice, other than a change made under other provisions of subparagraph (a)(4) of this clause; provided that no agreement may be made under this provision that will increase costs paid by the United States.

- (iii) When the parties agree to a change to a cost accounting practice, other than a change under subdivision (a)(4)(i) of this clause, negotiate an equitable adjustment as provided in the Changes clause of this contract.
- (5) Agree to an adjustment of the contract price or cost allowance, as appropriate, if the Contractor or a subcontractor fails to comply with an applicable Cost Accounting Standard, or to follow any cost accounting practice consistently and such failure results in any increased costs paid by the United States. Such adjustment shall provide for recovery of the increased costs to the United States, together with interest thereon computed at the annual rate established under section 6621 of the Internal Revenue Code of 1986 (26 U.S.C. 6621) for such period, from the time the payment by the United States was made to the time the adjustment is effected. In no case shall the Government recover costs greater than the increased cost to the Government, in the aggregate, on the relevant contracts subject to the price adjustment, unless the Contractor made a change in its cost accounting practices of which it was aware or should have been aware at the time of price negotiations and which it failed to disclose to the Government.
- (b) If the parties fail to agree whether the Contractor or a subcontractor has complied with an applicable CAS in 48 CFR 9904 or a CAS rule or regulation in 48 CFR 9903 and as to any cost adjustment demanded by the United States, such failure to agree will constitute a dispute under the Contract Disputes Act (41 U.S.C. 601).
- (c) The Contractor shall permit any authorized representatives of the Government to examine and make copies of any documents, papers, or records relating to compliance with the requirements of this clause.
- (d) The Contractor shall include in all negotiated subcontracts which the Contractor enters into, the substance of this clause, except paragraph (b), and shall require such inclusion in all other subcontracts, of any tier, including the obligation to comply with all CAS in effect on the subcontractor's award date or if the subcontractor has submitted cost or pricing data, on the date of final agreement on price as shown on the subcontractor's signed Certificate of Current Cost or Pricing Data. If the subcontract is awarded to a business unit which pursuant to 48 CFR 9903.201-2 is subject to other types of CAS coverage, the substance of the applicable clause set forth in subsection 30.201-4 of the Federal Acquisition Regulation shall be inserted. This requirement shall apply only to negotiated subcontracts in excess of \$500,000, except that the requirement shall not apply to negotiated subcontracts otherwise exempt from the requirement to include a CAS clause as specified in 48 CFR 9903.201-1.

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**I.7 Disclosure and Consistency of Cost Accounting Practices. 52.230-3**

As prescribed in 30.201-4(b)(1),

- (a) The Contractor, in connection with this contract, shall--

- (1) Comply with the requirements of 48 CFR 9904.401, Consistency in Estimating, Accumulating, and Reporting Costs; 48 CFR 9904.402, Consistency in Allocating Costs Incurred for the Same Purpose; 48 CFR 9904.405, Accounting for Unallowable Costs; and 48 CFR 9904.406, Cost Accounting Standard--Cost Accounting Period, in effect on the date of award of this contract as indicated in 48 CFR Part 9904.
- (2) (CAS-covered Contracts Only) If it is a business unit of a company required to submit a Disclosure Statement, disclose in writing its cost accounting practices as required by 48 CFR 9903.202-1 through 9903.202-5. If the Contractor has notified the Contracting Officer that the Disclosure Statement contains trade secrets and commercial or financial information which is privileged and confidential, the Disclosure Statement shall be protected and shall not be released outside of the Government.
- (3)(i) Follow consistently the Contractor's cost accounting practices. A change to such practices may be proposed, however, by either the Government or the Contractor, and the Contractor agrees to negotiate with the Contracting Officer the terms and conditions under which a change may be made. After the terms and conditions under which the change is to be made have been agreed to, the change must be applied prospectively to this contract, and the Disclosure Statement, if affected, must be amended accordingly.
- (ii) The Contractor shall, when the parties agree to a change to a cost accounting practice and the Contracting Officer has made the finding required in 48 CFR 9903.201-6(b), that the change is desirable and not detrimental to the interests of the Government, negotiate an equitable adjustment as provided in the Changes clause of this contract. In the absence of the required finding, no agreement may be made under this contract clause that will increase costs paid by the United States.
- (4) Agree to an adjustment of the contract price or cost allowance, as appropriate, if the Contractor or a subcontractor fails to comply with the applicable CAS or to follow any cost accounting practice, and such failure results in any increased costs paid by the United States. Such adjustment shall provide for recovery of the increased costs to the United States together with interest thereon computed at the annual rate of interest established under the Internal Revenue Code of 1986 (26 U.S.C. 6621), from the time the payment by the United States was made to the time the adjustment is effected.

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- (b) If the parties fail to agree whether the Contractor has complied with an applicable CAS, rule, or regulation as specified in 48 CFR 9903 and 9904 and as to any cost adjustment demanded by the United States, such failure to agree will constitute a dispute under the Contract Disputes Act (41 U.S.C. 601).
- (c) The Contractor shall permit any authorized representatives of the Government to examine and make copies of any documents, papers, and records relating to compliance with the requirements of this clause.

- (d) The Contractor shall include in all negotiated subcontracts, which the Contractor enters into, the substance of this clause, except paragraph (b), and shall require such inclusion in all other subcontracts of any tier, except that--
- (1) If the subcontract is awarded to a business unit which pursuant to 48 CFR 9903.201-2 is subject to other types of CAS coverage, the substance of the applicable clause set forth in subsection 30.201-4 of the Federal Acquisition Regulation shall be inserted.
  - (2) This requirement shall apply only to negotiated subcontracts in excess of \$500,000.
  - (3) The requirement shall not apply to negotiated subcontracts otherwise exempt from the requirement to include a CAS clause as specified in 48 CFR 9903.201-1.

**I.8 CERTIFICATION AND ESTIMATED PERCENTAGE OF RECOVERED MATERIAL CONTENT FOR EPA DESIGNATED ITEMS 52.223-9**

- (a) As required by the Resource Conservation and recovery Act of 1976 (42 U.S.C. 6962(J)(2)(C)), the Contractor shall execute the following certification:

**CERTIFICATION**

I, \_\_\_\_\_ (name of certifier), am an officer or employee responsible for the performance of this contract and hereby certify that the percentage of recovered material content for EPA Designated Items was at least the amount required by the applicable contract specifications.

\_\_\_\_\_  
[Signature of the Officer or Employee]

\_\_\_\_\_  
[Typed Name of the Officer or Employee]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Name of Company, Firm, or Organization]

\_\_\_\_\_  
[Date]

(End of Certification)

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- (b) The Contractor also shall estimate the percentage of recovered materials actually used in the performance of this contract. The estimate is in addition to the certification in paragraph (a) of this clause.

- B. The Contractor also shall estimate the percentage of recovered materials actually used in the performance of this contract. The estimate is in addition to the certification in paragraph A of this clause.

ESTIMATE		
EPA Designated Item	Total Dollar Value of EPA Designated Item	Percentage of Recovered Material Content
	\$	
	\$	
	\$	
	\$	

\*Where applicable, also include the percentage of post-consumer material content.

- C. The Contractor shall submit this certification and estimate upon completion of the contract to \_\_\_\_\_ (To be completed in accordance with agency procedures).

**I. 9 Administration of Cost Accounting Standards. 52.230-6**

As prescribed in 30.201-4(d)(1)

For the purpose of administering the Cost Accounting Standards (CAS) requirements under this contract, the Contractor shall take the steps outlined in paragraphs (a) through (g) of this clause:

- (a) Submit to the Contracting Officer a description of any cost accounting practice change, the total potential impact of the change on contracts containing a CAS clause, and a general dollar magnitude of the change which identifies the potential shift of costs between CAS-covered contracts by contract type (i.e., firm-fixed-price, incentive, cost-plus-fixed fee, etc.) and other contractor business activity. As related to CAS-covered contracts, the analysis should identify the potential impact on funds of the various Agencies/Departments (i.e., Department of Energy, National Aeronautics and Space Administration, Army, Navy, Air Force, other Department of Defense, other Government) as follows:

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- (1) For any change in cost accounting practices required in accordance with subparagraph (a)(3) and subdivision (a)(4)(i) of the clause at FAR 52.230-2, Cost Accounting Standards; or subparagraph (a)(3) and subdivisions (a)(4)(i) or (a)(4)(iv) of the clause at FAR 52.230-5, Cost Accounting Standards--Educational Institution; within 60 days (or such other date as may be mutually agreed to) after award of a contract requiring this change.
  - (2) For any change in cost accounting practices proposed in accordance with subdivision (a)(4)(ii) or (iii) of the clauses at FAR 52.230-2, Cost Accounting Standards, and FAR 52.230-5, Cost Accounting Standards--Educational Institution; or with subparagraph (a)(3) of the clause at FAR 52.230-3, Disclosure and Consistency of Cost Accounting Practices, not less than 60 days (or such other date as may be mutually agreed to) before the effective date of the proposed change.

- (3)** For any failure to comply with an applicable CAS or to follow a disclosed practice (as contemplated by subparagraph (a)(5) at FAR 52.230-2, Cost Accounting Standards, and FAR 52.230-5, Cost Accounting Standards--Educational Institution; or by subparagraph (a)(4) at FAR 52.230-3, Disclosure and Consistency of Cost Accounting Practices):
- (i) Within 60 days (or such other date as may be mutually agreed to) after the date of agreement with the initial finding of noncompliance, or
  - (ii) In the event of Contractor disagreement with the initial finding of noncompliance, within 60 days of the date the Contractor is notified by the Contracting Officer of the determination of noncompliance.
- (b)** After an ACO, or cognizant Federal agency official, determination of materiality, submit a cost impact proposal in the form and manner specified by the Contracting Officer within 60 days (or such other date as may be mutually agreed to) after the date of determination of the adequacy and compliance of a change submitted pursuant to paragraph (a) of this clause. The cost impact proposal shall be in sufficient detail to permit evaluation, determination, and negotiation of the cost impact upon each separate CAS-covered contract and subcontract.
- (1)** Cost impact proposals submitted for changes in cost accounting practices required in accordance with subparagraph (a)(3) and subdivision (a)(4)(i) of the clause at FAR 52.230-2, Cost Accounting Standards; or subparagraph (a)(3) and subdivisions (a)(4)(i) or (a)(4)(iv) of the clause at FAR 52.230-5, Cost Accounting Standards--Educational Institution; shall identify the applicable standard or cost principle and all contracts and subcontracts containing the clauses entitled Cost Accounting Standards or Cost Accounting Standards--Educational Institution, which have an award date before the effective date of that standard or cost principle.

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- (2)** Cost impact proposals submitted for any change in cost accounting practices proposed in accordance with subdivisions (a)(4)(ii) or (iii) of the clauses at FAR 52.230-2, Cost Accounting Standards, and FAR 52.230-5, Cost Accounting Standards--Educational Institution; or with subparagraph (a)(3) of the clause at FAR 52.230-3, Disclosure and Consistency of Cost Accounting Practices; shall identify all contracts and subcontracts containing the clauses at FAR 52.230-2, Cost Accounting Standards, FAR 52.230-5, Cost Accounting Standards--Educational Institution, and FAR 52.230-3, Disclosure and Consistency of Cost Accounting Practices.
- (3)** Cost impact proposals submitted for failure to comply with an applicable CAS or to follow a disclosed practice as contemplated by subparagraph (a)(5) of the clauses at FAR 52.230-2, Cost Accounting Standards, and FAR 52.230-5, Cost Accounting Standards--Educational Institution; or by subparagraph (a)(4) of the clause at FAR 52.230-3, Disclosure and Consistency of Cost Accounting Practices, shall identify

the cost impact on each separate CAS covered contract from the date of failure to comply until the noncompliance is corrected.

- (c) If the submissions required by paragraphs (a) and (b) of this clause are not submitted within the specified time, or any extension granted by the Contracting Officer, an amount not to exceed 10 percent of each subsequent amount determined payable related to the Contractor's CAS-covered prime contracts, up to the estimated general dollar magnitude of the cost impact, may be withheld until such time as the required submission has been provided in the form and manner specified by the Contracting Officer.
- (d) Agree to appropriate contract and subcontract amendments to reflect adjustments established in accordance with subparagraphs (a)(4) and (a)(5) of the clauses at FAR 52.230-2 and 52.230-5; or with subparagraphs (a)(3) or (a)(4) of the Disclosure and Consistency of Cost Accounting Practices clause at FAR 52.230-3.
- (e) For all subcontracts subject to the clauses at FAR 52.230-2, 52.230-3, or 52.230-5--
  - (1) So state in the body of the subcontract, in the letter of award, or in both (self-deleting clauses shall not be used);
  - (2) Include the substance of this clause in all negotiated subcontracts; and
  - (3) **Within 30 days after award of the subcontract**, submit the following information to the Contractor's cognizant contract administration office for transmittal to the contract administration office cognizant of the subcontractor's facility:
    - (i) Subcontractor's name and subcontract number.
    - (ii) Dollar amount and date of award.
    - (iii) Name of Contractor making the award.
- (f) Notify the Contracting Officer in writing of any adjustments required to subcontracts under this contract and agree to an adjustment, based on them, to this contract price or estimated cost and fee. This notice is due within 30 days after proposed subcontract adjustments are received and shall include a proposal for adjusting the higher tier subcontract or the prime contract appropriately.
- (g) For subcontracts containing the clauses at FAR 52.230-2 or 52.230-5, require the subcontractor to comply with all Standards in effect on the date of award or of final agreement on price, as shown on the subcontractor's signed Certificate of Current Cost or Pricing Data, whichever is earlier.

ESTIMATE		
EPA Designated Item	Total Dollar Value of EPA Designated Item	Percentage of Recovered Material Content
	\$	
	\$	
	\$	
	\$	

\*Where applicable, also include the percentage of post-consumer material content.

C. The Contractor shall submit this certification and estimate upon completion of the contract to \_\_\_\_\_ (To be completed in accordance with agency procedures).

**I.10 52.244-2 SUBCONTRACTS (AUG 1998)**

(a) Definitions. As used in this clause:

“Approved purchasing system” means a Contractor’s purchasing system that has been reviewed and approved in accordance with Part 44 of the Federal Acquisition Regulations (FAR).

“Consent to subcontract” means the Contract Officer’s written consent for the Contractor to enter into a particular subcontract.

“Subcontract” means any contract, as defined in FAR Subpart 2.1, entered into by a subcontractor to furnish supplies or services for performance of the prime contract or subcontract. It includes, but is not limited to, purchase orders, and changes and modifications to purchase orders.

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(b) This clause does not apply to subcontracts for special test equipment when the contract contains the clause at FAR 52.245-18, Special Test Equipment.

(c) When this clause is included in a fixed-price type contract, consent to subcontract is required only on unpriced contract actions (including unpriced modifications or unpriced delivery orders), and only if required in accordance with paragraph (d) or (e) of this clause.

**(d) If the Contractor does not have an approved purchasing system, consent to subcontract is required for any subcontract that**

(1) Is of the cost-reimbursement, time-and-materials, or labor-hour type; or

(2) Is fixed-priced and exceeds—

(i) For a contract awarded by the Department of Defense, the Coast Guard, or the National Aeronautics and Space Administration, the greater of the simplified acquisition threshold or 5 percent of the total estimated cost of the contract; or

(ii) For a contract awarded by a civilian agency other than the Coast Guard and the National Aeronautics and Space Administration, **either the simplified acquisition threshold or 5 percent of the total estimated cost of the contract.**

(e) If the Contractor has approved purchasing system, the Contractor nevertheless shall obtain the Contracting Officer's written consent before placing the following subcontracts: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(f)(1) The Contractor shall notify the Contracting Officer reasonably in advance of placing any subcontract or modification thereof for which consent is required under paragraph (c), (d), or (e) of this clause, including the following information:

(i) A description of the supplies or services to be subcontracted.

(ii) Identification of the type of subcontract to be used.

(iii) Identification of the proposed subcontractor.

(iv) The proposed subcontract price.

(v) The subcontractor's current complete, and accurate cost or pricing data and Certificate of Current Cost or Pricing Data, if required by other contract provisions.

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(vi) The subcontractor's Disclosure Statement or Certificate relating to Cost Accounting Standards when such data are required by other provisions of this contract.

(vii) A negotiation memorandum reflecting –

(A) The principal elements of the subcontract price negotiations:

(B) The most significant considerations controlling establishment of initial or revised prices.

(C) The reason cost or pricing data were or were not required;

(D) The extent, if any, to which the Contractor did not rely on the subcontractor's cost or pricing data in determining the price objective and in negotiating the final price;

(E) The extent to which it was recognized in the negotiation that the subcontractor's cost or pricing data were not accurate, complete, or current; the action taken by the Contractor and the subcontractor; and the effect of any such defective data on the total price negotiated;

(F) The reasons for any significant difference between the Contractor's price objective and the price negotiated; and

(G) A complete explanation of the incentive fee or profit plan when incentives are used. The explanation shall identify each critical performance element, management decisions used to qualify each incentive element, reasons for the incentives, and a summary of all trade-off possibilities considered.

(f)(2) If the Contractor has an approved purchasing system and consent is not required under paragraph (c), (d), or (e) of this clause, the Contractor nevertheless shall notify the Contracting Officer reasonably in advance of entering into any (i) cost-plus-fixed-fee subcontract, or (ii) fixed-price subcontract that exceeds either the simplified of this contract. The notification shall include the information required by paragraphs (f)(1)(i) through (f)(1)(iv) of this clause.

(g) Unless the consent or approval specifically provides otherwise, neither consent by the Contracting Officer to any subcontract nor approval of the Contractor's purchasing system shall constitute a determination—

- (1) Of the acceptability of any subcontract terms or conditions;
- (2) Of the allowability of any cost under this contract; or
- (3) to relieve the Contractor of any responsibility for performing this contract.

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(h) No subcontract or modification there of placed under this contract shall provide for payment on a cost-plus-a-percentage-of-cost basis, and any fee payable under cost-reimbursement type subcontracts shall not exceed the fee limitations in FAR 15.404-4(c)(4)(i).

(i) The Contractor shall give the Contracting Officer immediate written notice of any action or suit filed and prompt notice of any claim made against the Contractor by any subcontractor or vendor that, in the opinion of the Contractor, may result in litigation related in any way to this contract, with respect to which the Contractor may be entitled to reimbursement from the Government.

(j) The Government reserves the right to review the Contractor's purchasing system as set forth in FAR Subpart 44.3.

(k) Paragraphs (d) and (f) of this clause do not apply to the following subcontracts, which were evaluated during negotiations:

**I.11 COMPETITION IN SUBCONTRACTING (DEC 1996) FAR 52.244.5**

(a) The Contractor shall select subcontractors (including suppliers) on a competitive basis to the maximum practical extent consistent with the objectives and requirements of the contract.

(b) If the Contractor is an approved mentor under the Department of Defense Pilot Mentor-Protege Program (Pub. L. 101-510, section 831 as amended), the Contractor may award subcontracts under this contract on a noncompetitive basis to its proteges.

**I.12 52.244-6 Subcontracts for Commercial Items and Commercial Components. (March 2001)**

As prescribed in 44.403, insert the following clause:

(a) Definitions.

"Commercial item," as used in this clause, has the meaning contained in the clause at 52.202-1, Definitions.

"Subcontract," includes a transfer of commercial items between divisions, subsidiaries, or affiliates of the Contractor or subcontractor at any tier.

(b) To the maximum extent practicable, the Contractor shall incorporate, and require its subcontractors at all tiers to incorporate, commercial items or non-developmental items as components of items to be supplied under this contract.

(c) (1) The following clauses shall be flown down to the subcontracts for commercial items:

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(1) 52.219.8, Utilization of Small Business Concerns (Oct. 2000) (15 U.S.C. 637 (d)(2) and (3)) in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$500,000 (\$1,000,000 for constructions of any public facilities), the subcontractor must include 52.219.8 in lower tier subcontracts that offer subcontracting opportunities.

(2) 52.222-26, Equal Opportunity (E.O. 11246);

(3) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38U.S.C. 4212(a));

(4) 52.222-36, Affirmative Action for Workers with Disabilities (29 U.S.C. 793); and

(5) 52.247-64, Preference for Privately Owned U.S.-Flagged Commercial Vessels (46 U.S.C. 1241) (flow down not required for subcontracts awarded beginning May 1, 1996).

- (d) While not required, the Contractor may flow down to contracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

The Contractor shall include the terms of this clause, including this paragraph in subcontracts awarded under this contract.

### **I.13 52.246-3 Inspection of Supplies--Cost-Reimbursement. (March 2001)**

As prescribed in 46.303,

- (a) Definitions.

"Contractor's managerial personnel," as used in this clause, means any of the Contractor's directors, officers, managers, superintendents, or equivalent representatives who have supervision or direction of--

- (1) All or substantially all of the Contractor's business;
- (2) All or substantially all of the Contractor's operation at a plant or separate location where the contract is being performed; or
- (3) A separate and complete major industrial operation connected with performing this contract.  
"Supplies," includes but is not limited to raw materials, components, intermediate assemblies, end products, lots of supplies, and, when the contract does not include the Warranty of Data clause, data.

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- (b) The Contractor shall provide and maintain an inspection system acceptable to the Government covering the supplies, fabricating methods, and special tooling under this contract. Complete records of all inspection work performed by the Contractor shall be maintained and made available to the Government during contract performance and for as long afterwards as the contract requires.
- (c) The Government has the right to inspect and test the contract supplies, to the extent practicable at all places and times, including the period of manufacture, and in any event before acceptance. The Government may also inspect the plant or plants of the Contractor or any subcontractor engaged in the contract performance. The Government shall perform inspections and tests in a manner that will not unduly delay the work.
- (d) If the Government performs inspection or test on the premises of the Contractor or a subcontractor, the Contractor shall furnish and shall require subcontractors to furnish all reasonable facilities and assistance for the safe and convenient performance of these duties.

- (e) If any of the services do not conform with contract requirements, the Government may require the Contractor to perform the services again in conformity with contract requirements, at no increase in contract amount. When the defects in services cannot be corrected by reperformance, the Government may—
- (1) Require the Contractor to take necessary action to ensure that future performance conforms to contract requirements; and
  - (2) Reduce the contract price to reflect the reduced value of the services performed.
- (f) If the Contractor fails to promptly perform the services again or to take the necessary action to ensure future performance in conformity with contract requirements, the Government may—
- (1) By contractor otherwise, perform the services and charge to the Contractor any cost incurred by the Government that is directly related to the performance of such service; or
  - (2) Terminate the contract for default.

(End of clause)

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**ATTACHMENT J-4 (page 1 of 3)**

Financial Display by Year (ETA 2110 format)	FIRST YEAR		SECOND YEAR	
	SY	TOTAL COST	SY	TOTAL COST
01 Educ Personnel Exp				
02 Other Education				
03 Voc Personnel Exp				
04 Other Voc Exp				
05 Social Skills Personnel Exp				
06 Other Social Skills Exp				
07 Food				
08 Clothing				
09 Support Ser Personnel Exp				
10 Other Support Ser Exp				
11 Medical/Dent Personnel Exp				
12 Other Medical/Dent Exp				
13 Child Care Personnel Exp				
14 Other Child Care Exp				
15 Admin Personnel Exp				



14 Other Child Care Exp								
15 Admin Personnel Exp								
16 Other Admin Exp								
17 Indirect Admin Exp								
18 Facil Maint Personnel Exp								
19 Other Facil Maint Exp								
20 Security Personnel Exp								
21 Other Security Exp								
22 Communications								
23 Utilities and Fuel								
24 Facilities Lease Exp								
25 Insurance								
26 Motor Vehicle Expense								
27 Travel & Training								
28 Contractor's Fee								
29 FECA Chargeback (CCC)								
30 Indirect Center Operations								
31 Net Center Operations Expenses								

**ATTACHMENT J-4 (Page 3 of 3)**

Financial Display by Year (ETA 2110 OA/CDSS format)	1 <sup>st</sup> YEAR	TOTAL BASE	1 <sup>st</sup> OPTION	2 <sup>nd</sup> OPTION	3 <sup>rd</sup> OPTION	4 <sup>th</sup> OPTION	TOTAL CONTRACT
<b>OUTREACH/ADMISSIONS</b>							
01 Outreach/Admissions Staff Expense							
02 Bonus Expense							
03 Admin/Other Staff Expense							
04 Facilities Expense							
05 Travel/Training Expense							
06 Media/Advertising Expense							
07 Contractor G & A							
08 Contractor Fee							
09 Other Expense							
10 <b>TOTAL O/A EXPENSE</b>	N/A	N/A	N/A	N/A	N/A	N/A	
<b>CAREER DEVELOPMENT SERVICES</b>							/A
11 Career Development Services Staff Expense							
12 Bonus Expense							
13 Admin/Other Staff Expense							
14 Facilities Expense							
15 Travel/Training Expense							
16 Media/Advertising Expense							
17 Contractor G & A							
18 Contractor Fee							
19 Other Expense							
20 <b>TOTAL CAREER DEVELOPMENT EXPENSE</b>							
21 <b>TOTAL OA/CDSS EXPENSE</b>							
22 Furniture/Equipment							
23 <b>TOTAL COST</b>							

### VOCATIONAL SKILLS TRAINING (VST)

The following vocational training programs qualify for VST funding at the \$750 per training slot per year for the Gainesville Job Corps Center:

Vocational Training Program*	Training Slots
Building and Apartment Maintenance	24
* Carpenter - United Brotherhood of Carpenters and Joiners Association (UBCJA)	40
* Painter - International Brotherhood of Painters and Allied Trades (IBPAT)	20
* Tile-setter - International Masonry Institute (IMI)	20
* Plasterer - Operative Plasters and Cement Masons (OPCMI)	20
<b>Total</b>	124

\* Training provided by National Training Contractors

## **SECTION K. REPRESENTATIONS, CERTIFICATIONS AND OTHER STATEMENTS OF OFFERORS OR QUOTERS**

### **K.1 CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS 52.203-11**

- A. The definitions and prohibitions contained in the clause, at FAR 52.203-12, Limitations on Payments to Influence Certain Federal Transactions, included in this solicitation, are hereby incorporated by reference in paragraph B of this certification.
- B. The offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that on or after December 23, 1989:
  - 1. No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee or any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
  - 2. If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the offeror shall complete and submit, with its offer, OMB Standard Form T.T.T., Disclosure of Lobbying Activities, to the Contracting Officer; and
  - 3. He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,00 shall certify and disclose accordingly.
- C. Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **K.2 TAXPAYER IDENTIFICATION 52.204-3**

#### A. Definitions

"Common parent," as used in this solicitation provision, means that corporate entity that owns or controls an affiliated group of corporations that files its Federal income tax returns on a consolidated basis, and of which the Offeror is a member.

"Corporate status," as used in this solicitation provision, means a designation as to whether the Offeror is a corporate entity, an unincorporated entity (e.g., sole proprietorship or partnership), or a corporation providing medical and health care services. "Taxpayer Identification Number (TIN)," as used in this solicitation provision, means the number required by the IRS to be used by the Offeror in reporting income tax and other returns.

B. The Offeror is required to submit the information required in paragraphs C through E of this solicitation provision in order to comply with report requirement of 26 U.S.C. 6041, 6041A, and 6050M and implementing regulations issued by the Internal Revenue Service (IRS). If the resulting contract is subject to the reporting requirements described in 4.902(a), the failure or refusal by the Offeror to furnish the information may result in a 20 percent reduction of payments otherwise due under the contract.

C. Taxpayer Identification Number (TIN)

" TIN: \_\_\_\_\_

" TIN has been applied for

" TIN is not required because:

" Offeror is a nonresident alien, foreign corporation, or foreign partnership that does not have income effectively connected with the conduct of a trade or business in the U.S. and does not have an office or place of business or a fiscal paying agent in the U.S.;

" Offeror is an agency or instrumentality of a foreign government;

" Offeror is an agency or instrumentality of a Federal, state, or local government;

" Other. State basis: \_\_\_\_\_

D. Corporate Status

" Corporation providing medical and health care services, or engaged in the billing and collecting of payments for such services

" Other corporate entity

" Not a corporate entity

" Sole proprietorship

" Partnership

" Hospital or extended care facility described in 26 CFR 501 (c) (3) that is exempt from taxation under 26 CFR 501(a)

E. Common Parent

" Offeror is not owned or controlled by a common parent in paragraph A of this clause.

" Name and TIN of common parent:

Name \_\_\_\_\_

TIN \_\_\_\_\_

A. Definition

“Women-owned business concern,” as used in this provision means a concern which is at least 51 percent owned by one or more women; or in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and whose management and daily business operations are controlled by one or more women.

B. Representation

The Offeror represents that it “ is, “ is not a women-owned business concern.

**K.4 CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS 52.209-5**

(Jan 2001)

(a)(1) The Offeror certifies, to the best of its knowledge and belief, that--

(i) The Offeror and/or any of its Principals--

(A) Are \_\_\_ are no\_\_\_ presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

(B) Have\_\_\_ have not \_\_\_\_\_ within the three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property;

(C) Are \_\_\_ are not \_\_\_ presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision; and

(ii)(A) The offeror, aside from the offenses enumerated in paragraphs (a)(1)(i)(A), (B), and (C) of this provision, has\_\_\_ has not\_\_\_\_\_ within the past three years, relative to tax, labor and employment, environmental, antitrust, or consumer protection laws--

(1) Been convicted of a Federal or State felony (or has any Federal or State felony indictments currently pending against them); or

(2) Had a Federal court judgment in a civil case brought by the United States rendered against them; or

(3) Had an adverse decision by a Federal administrative law judge, board, or commission indicating a willful violation of law.

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(B) If the offeror has responded affirmatively, the offeror shall provide additional information if requested by the Contracting Officer; and

(iii) The Offeror has \_\_\_\_\_ has not \_\_\_\_\_, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

(2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

This Certification Concerns a Matter Within the Jurisdiction of an Agency of the United States and the Making of a False, Fictitious, or Fraudulent Certification May Render the Maker Subject to Prosecution Under Section 1001, Title 18, United States Code.

(b) The Offeror shall provide immediate written notice to the Contracting Officer if, at any time prior to contract award, the Offeror learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

(c) A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the Contracting Officer may render the Offeror nonresponsible.

(d) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

(e) The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the Government, the Contracting Officer may terminate the contract resulting from this solicitation for default.

## **K.5 SMALL BUSINESS CONCERN REPRESENTATION 52.219-1**

### **Small Business Program Representations. (March 2001)**

As prescribed in 19.307(a)(1)

(a)(1) The North American Industry Classification System (NAICS) code for this acquisition is **561210**

(2) The small business size standard is **\$20 Million** annual gross receipts.

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(3) The small business size standard for a concern which submits an offer in its own name, other than on a construction or service contract, but which proposes to furnish a product which it did not itself manufacture, is 500 employees.

- (b) Representations. (1) The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not a small business concern.
- (2) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents, for general statistical purposes, that it \_\_\_ is, \_\_\_ is not, a small disadvantaged business concern as defined in 13 CFR 124.1002.
- (3) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not a women-owned small business concern.
- (4) [Complete only if the offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not a veteran-owned small business concern.
- (5) [Complete only if the offeror represented itself as a veteran-owned small business concern in paragraph (b)(4) of this provision.] The offeror represents as part of its offer that it \_\_\_ is, \_\_\_ is not a service-disabled veteran-owned small business concern.

(c) Definitions. As used in this provision--

"Service-disabled veteran-owned small business concern"--

(1) Means a small business concern--

- (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and
- (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent care giver of such veteran.

(2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

"Small business concern" means a concern, including its affiliates, that is independently owned and operated, not dominant in the field of operation in which it is bidding on Government contracts, and qualified as a small business under the criteria in 13 CFR part 121 and the size standard in paragraph (a) of this provision.

"Veteran-owned small business concern" means a small business concern--

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(1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and

- (2) The management and daily business operations of which are controlled by one or more veterans.

"Women-owned small business concern" means a small business concern--

- (1) That is at least 51 percent owned by one or more women or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and
- (2) Whose management and daily business operations are controlled by one or more women.

(d) Notice. (1) If this solicitation is for supplies and has been set aside, in whole or in part, for small business concerns, then the clause in this solicitation providing notice of the set-aside contains restrictions on the source of the end items to be furnished.

- (2) Under 15 U.S.C. 645(d), any person who misrepresents a firm's status as a small, HUBZone small, small disadvantaged, or women-owned small business concern in order to obtain a contract to be awarded under the preference programs established pursuant to section 8(a), 8(d), 9, or 15 of the Small Business Act or any other provision of Federal law that specifically references section 8(d) for a definition of program eligibility, shall--

- (i) Be punished by imposition of fine, imprisonment, or both;
- (ii) Be subject to administrative remedies, including suspension and debarment; and
- (iii) Be ineligible for participation in programs conducted under the authority of the Act.

(6) [Complete only if offeror represented itself as a small business concern in paragraph (b)(1) of this provision.] The offeror represents, as part of its offer, that--

- (i) It \_\_\_ is, \_\_\_ is not a HUBZone small business concern listed, on the date of this representation, on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration, and no material change in ownership and control, principal office of ownership, or HUBZone employee percentage has occurred since it was certified by the Small Business Administration in accordance with 13 CFR Part 126; and
- (ii) It \_\_\_ is, \_\_\_ is not a joint venture that complies with the requirements of 13 CFR Part 126, and the representation in paragraph (b)(6)(i) of this provision is accurate for the HUBZone small business concern or concerns that are participating in the joint venture. [The offeror shall enter the name or names of the HUBZone small business concern or concerns that are participating in the joint venture: \_\_\_\_\_.] Each HUBZone small business concern participating in the joint venture shall submit a separate signed copy of the HUBZone representation.

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**K.6 CERTIFICATION OF NONSEGREGATED FACILITIES 52.222-21**

- A. "Segregated facilities," as used in this provision, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms

and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user restrooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.

- B. The contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Opportunity clause in the contract.
- C. The Contractor shall include this clause in every subcontract or purchase order that is subject to the Equal Opportunity clause of this contract.

#### **K.7 PREVIOUS CONTRACTS AND COMPLIANCE REPORTS 52.222-22**

The offeror represents that:

- A. It " has, " has not participated in a previous contract or subcontract subject either to the Equal Opportunity clause of this solicitation, the clause originally contained in Section 310 of Executive Order No. 10925, or the clause contained in Section 201 of Executive Order No. 11114;
- B. It " has, " has not filed all required compliance reports; and
- C. Representations indicating submission of required compliance reports, signed by proposed subcontractors, will be obtained before subcontract awards.

#### **K.8 AFFIRMATIVE ACTION COMPLIANCE 52.222-25**

The offeror represents that:

- A. It " has developed and has on file, " has not developed and does not have on file, at each establishment, affirmative action programs required by the rules and regulations of the Secretary of Labor (41 CFR 60-1 and 60-2), or
- B. It " has not previously had contracts subject to the written affirmative action programs requirement of the rules and regulations of the Secretary of Labor.

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#### **K.9 CLEAN AIR AND WATER CERTIFICATION 52.223-1**

The Offeror certifies that:

- A. Any facility to be used in the performance of this proposed contract is " is not " listed on the Environmental Protection Agency (EPA) List of Violating Facilities;
- B. The Offeror will immediately notify the Contracting Officer, before award, of the receipt of any communication from the Administrator, or a designee, of the EPA, indicating that any facility that the Offeror proposed to use for the performance of the contract is under consideration to be listed on the EPA List of Violating Facilities;
- C. The Offeror will include a certification substantially the same as this certification, including this paragraph, in every nonexempt subcontract.

**K.10 CERTIFICATION OF TOXIC CHEMICAL RELEASE REPORTING 52.223-13**

- A. Submission of this certification is a prerequisite for making or entering into this contract imposed by Executive Order 12969, August 8, 1995.
- B. By signing this offer, the offeror certifies that:
  - 1. As the owner or operator of facilities that will be used in the performance of this contract that are subject to the filing and reporting requirements described in section 313 of the Emergency Planning and Community Right-to-Know Act of 1986 (EPCRA)(42 U.S.C. 11023) and Section 6607 of the Pollution Prevention Act of 1990 (PPA) 942 U.S.C.13106), the offeror will file and continue to file for such facilities for the life of the contract the Toxic Chemical Release Inventory Form (Form R) as described in Sections 313(a) and (g) of EPCRA and Section 6607 of PPA; or
  - 2. None of its owned or operated facilities to be used in the performance of this contract is subject to the Form R filing and reporting requirements because each such facility is exempt for at least one of the following reasons: (*Check each block that is applicable.*)
    - a. " The facility does not manufacture, process or otherwise use any toxic chemicals listed under section 313(c)of EPCRA, 42 U.S.C. 11023(c);
    - b. " The facility does not have 10 or more full-time employees as specified in section 313(b)(1)(A) of EPCRA, 42. U.S.C. 11023(B)(1)(A);
    - c. " The facility does not meet the reporting thresholds of toxic chemicals established under section 313(f) of EPCRA, 42 U.S.C. 11023(f) (including the alternate thresholds at 40 CFR 372.27, provided an appropriate certification form has been filed with EPA);
    - d. " The facility does not fall within Standard Industrial Classification Code (SIC) designations 20 through 39 as set forth in section 19.102 of the Federal Acquisition Regulations; or
    - e. " The facility is not located within any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, Guam, American Samoa, the United

States Virgin Island, the Northern Mariana Islands, or any other territory of possession over which the United States has jurisdiction.

**K.11 RECOVERED MATERIAL CERTIFICATION (October 1997) 52.223-4**

As required by the Resource Conservation and Recovery Act of 1976 (42 U.S.C. 6962 (c)(3)(A)(i), the offeror certifies, by signing this offer, that the percentage of recovered materials to be used in performance of this contract will at least the amount required by the applicable contract specifications.

**K.12 BUY AMERICAN ACT--BALANCE OF PAYMENT 52.225-2**

As prescribed in 25.1101(a)(2):

Buy American Act--Balance of Payments Program Certificate (Feb 2000)

- (a) The offeror certifies that each end product, except those listed in paragraph
- (b) of this provision, is a domestic end product as defined in the clause of this solicitation entitled "Buy American Act--Balance of Payments Program--Supplies" and that the offeror has considered components of unknown origin to have been mined, produced, or manufactured outside the United States. The offeror shall list as foreign end products those end products manufactured in the United States that do not qualify as domestic end products.

(c) Foreign End Products:

Line Item No Country of Origin

_____	_____
_____	_____
_____	_____

[List as necessary]

- (d) The Government will evaluate offers in accordance with the policies and procedures of Part 25 of the Federal Acquisition Regulation.

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**K.13 HISTORICALLY BLACK COLLEGE OR UNIVERSITY AND MINORITY INSTITUTIONS REPRESENTATION 52.226-2 ( March 2001) As prescribed in 26.304:**

A. *Definitions* As used in this provision:

“Historically Black College or University” means an institution determined by the Secretary of Education to meet the requirements of 34 CFR 608.2. For the Department of Defense, National Aeronautics and Space Administration , and the Coast Guard, the term also includes any nonprofit research institution that was an integral part of such a college or university before November 14, 1986.

“Minority Institution” means an institution of higher education meeting the requirements of Section 1046(3) of the Higher Education Act of 1965 (20 U.S.C. 1067k, including a Hispanic-serving institution of higher education, as defined in Section 316 (b)(1) of the Act (20 U.S.C.1101a)).

B. Representation - The offeror represents that it—

it " is " is not a Historically Black College or University;

" is " is not a Minority Institution.

#### **K.14 ROYALTY INFORMATION 52-227-6**

A. Cost or Charges for Royalties

When the response to this solicitation contains costs or charges for royalties totaling more than \$250, the following information shall be included in the response relating to each separate item or royalty or license fee:

1. Name and address of licensor.
2. Date of license agreement.
3. Patent numbers, patent application serial numbers, or other basis on which the royalty is payable.
4. Brief description, including any part or model numbers of each contract item or component on which the royalty is payable.
5. Percentage or dollar rate of royalty per unit.
6. Unit price of contract item.
7. Number of units.
8. Total dollar amounts of royalties.

B. Copies of Current Licenses

In addition, is specifically requested by the Contracting Officer before execution of the contract, the offeror shall furnish a copy of the current license agreement and an identification of applicable claims of specific patents.

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#### **K.15 COST ACCOUNTING STANDARDS NOTICES AND CERTIFICATION 52.230-1**

Note: This notice does not apply to small businesses or foreign governments.

This notice is in three parts (A through C)

Offerors shall examine each part and provide the requested information in order to determine Cost Accounting Standards (CAS) requirements applicable to any resultant contract.

A. Disclosure Statement - Cost Accounting Practices and Certification

1. Any contract in excess of \$500,000 resulting from this solicitation, will be subject to the requirements of 48 CFR parts 9903 and 9904, except for those contracts which are exempt as specified in 48 CFR, Subpart 9903.201-1.
2. Any offeror submitting a proposal which, if accepted, will result in a contract subject to the requirements of 48 CFR, parts 99 must, as a condition of contracting, submit a Disclosure Statement as required by 48 CFR, 9903.202. When required, the Disclosure Statement must be submitted as a part of the offeror's proposal under this solicitation unless the offeror has already submitted a Disclosure Statement disclosing the practices used in connection with the pricing of this proposal. If an applicable Disclosure Statement has already been submitted, the offeror may satisfy the requirement for submission by providing the information requested in paragraph 3 of Part A of this provision.

CAUTION: In the absence of specific regulations or agreement, a practice disclosed in a Disclosure Statement shall not, by virtue of such disclosure, be deemed to be a proper, approved, or agreed-to practice for pricing proposals or accumulating and reporting contract performance cost data.

3. Check the appropriate box below:
  - a. " Certificate of Concurrent Submission of Disclosure Statement

The offeror hereby certifies that, as a part of the offer, copies of the Disclosure Statement have been submitted as follows: (i) Original and one copy to the cognizant Administrative Contracting Officer (ACO); and (ii) one copy to the cognizant contract auditor.

(Disclosure must be on Form No. CASB DS-1 or CASB DS-2, as applicable. Forms may be obtained from the cognizant ACO and/or from the loose-leaf version of the FAR).

Date of Disclosure Statement: \_\_\_\_\_

Name and Address Cognizant ACO where filed: \_\_\_\_\_

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The offeror further certifies that practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

- b. " Certificate of Previously Submitted Disclosure Statement

The offeror hereby certifies that the Disclosure Statement was filed as follows:

Date of Disclosure Statement: \_\_\_\_\_

Name and Address Cognizant ACO where filed:

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The offeror further certifies that practices used in estimating costs in pricing this proposal are consistent with the cost accounting practices disclosed in the Disclosure Statement.

c. " Certificate of Monetary Exemption

The offeror hereby certifies that the offeror, together with all divisions subsidiaries and affiliates under common control, did not receive net awards of negotiated prime contracts and subcontracts subject to CAS totaling more than \$10 million in the cost accounting period immediately preceding the period in which this proposal was submitted. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

d. " Certificate of Interim Exemption

The offeror hereby certifies that (i) the offeror first exceeded the monetary exemption for disclosure, as defined in (3) of this subsection, in the cost accounting period immediately preceding the period in which this offer was submitted and (ii) in accordance with 48 CFR Subpart 9903.202-1, the offeror is not yet required to submit a Disclosure Statement. The offeror further certifies that if an award resulting from this proposal has not been made within 90 days after the end of that period, the offeror will immediately submit a review certificate to the Contracting Officer, in the form specified under subparagraphs 3a or 3b of Part A of this provision, as appropriate, to verify submission of a completed Disclosure Statement.

CAUTION: Offerors currently required to disclose because they were awarded a CAS-covered prime contract or subcontract of \$25 million or more in the current cost accounting period may not claim this exemption (4). Further, the exemption applies only in connection with proposals submitted before expiration of the 90-day period following the cost accounting period in which the monetary exemption was exceeded.

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B. Cost Accounting Standards - Eligibility for Modified Contract Coverage

If the offeror is eligible to use the modified provisions of 48 CFR 9903.201-2(b) and elects to do so, the offeror shall indicate by checking the box below. Checking the box below shall mean that the resultant contract is subject to the Disclosure and Consistency of Cost Accounting Standards clause.

" The offeror hereby claims an exemption from the Cost Accounting Standards clause under the provisions of 48 CFR, Subpart 9903.201-I(b)(2) and certifies that the offeror is eligible for use of the Disclose Consistency of Cost Accounting Practices clause because during the cost accounting period immediately preceding the period in which this proposal was submitted, the offeror received less than \$25 million in awards of CAS-covered prime contracts and subcontracts, or the offeror did not receive a single CAS-covered award exceeding \$1 million. The offeror further certifies that if such status changes before an award resulting from this proposal, the offeror will advise the Contracting Officer immediately.

*Caution:* An offeror may not claim the above eligibility for modified contract coverage if this proposal is expected to result in the award of a CAS-covered contract of \$25 million or more or if, during this current cost accounting period, the offeror has been awarded a single CAS covered prime contract or subcontract of \$25 million or more.

C. Cost Accounting Standards - Applicable to Existing Contracts.

The offeror shall indicate below whether award of the contemplated contract would, in accordance with subparagraph (a) (3) of the Cost Accounting Standards clause, require a change in established cost accounting practices affecting existing contracts and subcontracts.

" YES" NO

(REVISED 2/14/01)

(6) Documentation

The offerors must present a listing of the names, firms and position titles of all presenters. They must also furnish 5 copies of any material presented visually at the oral presentation (transparencies or visual equivalent, must be presented on plain paper at the conclusion of the presentation). These materials will not count toward the page count for the formal written proposal. The Government will video tape the presentation and use these recordings during evaluation of the proposal. The offerors may not record their own presentations. Any recording of an offeror made by the Government will be furnished to that offeror upon written request as soon as possible following the presentation. Recordings will be disposed of in the manner of the remainder of the proposal.

**2. Staffing Resources Proposals** (Original + 1 copy bound separately.)

a. Content

The Staffing Plan shall consist of the following:

- (1) A detailed organization chart covering all staff on the center **including** post-center CDSS. Include any contracted or National Training Contractor staff with each if applicable.
- (2) Position descriptions of each senior staff (managers, including, if Applicable, post-center CDSS, who report to the center director or who are responsible for significant key areas on center such as department heads).
- (3) Resume of the proposed Center Director and Senior Staff. The resumes shall include information on the nominee's educational and training accomplishments as well as past work and other relevant experience, including any special accomplishments and skills. The Government reserves the right, to require offeror certification as to the availability of the designated Center Director and senior staff. Failure to do so, or information received contrary to the certification, will be reflected in the final evaluation.
- (4) The staff incentive plan. Include what specific incentives will be provided and how these may be earned.
- (5) A narrative of services to be provided to the center by the offeror funded through G&A along with the plan for doing so.

(2) Additional Information (5 points)

In assigning these points, the contracting officer will consider such additional information as may provide further insight on the offeror's past experience and performance, and how such experience demonstrates the offeror's ability to perform the contract, including but not limited to, past effectiveness reports received from other Job Corps Offices and other Federal Agencies.

The Government reserves the right not to contact all of the references provided by the offeror. Names of individuals providing reference information about an offeror's past performance shall not be disclosed.

4. Subcontracting Plan (5 points) (Does not apply to Small Businesses)

Your plan will be evaluated in terms of quality, conformance with regulatory requirements, and corporate efforts/commitment. The Office of Job Corps seeks to provide incentives for offerors to subcontract major portions of center operations with 1) small business, 2) small disadvantaged business, and 3) women-owned small business concerns. Therefore, up to five points may be awarded where the proposed subcontracting involves a key component of center operations (i.e. major components - Residential Living, Academic Education, Vocational Training, Administration; minor components - OA&P, Health Services).

5. Cost Justification-Business Management Proposal (8 points)

Each offeror shall submit a Business Management Proposal which shall show all costs proposed to fulfill the requirements of the solicitation. The Cost Proposal evaluation is a technical assessment of whether the costs proposed support the offeror's technical proposal. It is not an evaluation of the total estimated cost.

Proposals will be evaluated on the extent to which the allocation and supporting explanation of costs shown in the proposed contract budget assure a reasonable and prudent expenditure of Federal funds in the performance of this contract, and within the requirements of the program.

No Job Corps funds will be provided to pay compensation to any individual, either as a direct cost or as an indirect cost, or proration at a rate in excess of \$145,100 per year. Proration means that the amount charged for a less than full-time employee can not exceed an annualized rate of \$145,100. Compensation is defined as salaries and cash bonuses exclusively. This does

