

AMENDMENT OF SOLICITATION/MODIFICATION A0001		1. CONTRACT ID CODE		PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO.		3. EFFECTIVE DATE		4. REQUISITION REQ. NO. 5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE		7. ADMINISTERED BY: (if applicable) CODE			
U.S. DEPARTMENT OF LABOR, ETA OFFICE OF JOB CORPS, SUITE 1015 71 STEVENSON STREET, BOX 193768 SAN FRANCISCO, CA 94105-2970					
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)			9A. AMENDMENT OF SOLICITATION NO. IX-00-01		
			9B. DATE (See Item 11)		
			10A. MODIFICATION OF CONTRACT/ORDER NO.		
CODE		FACILITY CODE		10B. DATE (See Item 13)	
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
This above number solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended <input type="checkbox"/> x is not extended <input type="checkbox"/>					
Offerors 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 each offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. <del>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</del> 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 CONTRACT ORDER NOL ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as Changes in paying office, appropriation dat, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b)					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority) <input type="checkbox"/> <input type="checkbox"/>					
E. IMPORTANT: Contractor is not _____ Is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION IS to add the (organized by section heading including solicitation/contract subject matter where feasible.)					
GENERAL INTENT: This amendment provides changes to the solicitation and also provides answers to questions that were raised during proposal conference held on March 1, 2000. Bidders are instructed to remove C1, C13, C14, F1, I5, Id, J4, J22, L5, L9 and L15.					
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.					
15. NAME AND TITLE OF SIGNER (Type or print)			15A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
15B. CONTRACTOR/OFFEROR		15C. DATE SIGNED		16B. UNITED STATES OF AMERICA	
		BY:		16C. DATE SIGNED	
(Signature of person authorized to sign)				(Signature of Contracting Officer)	

NSN 7540-01-152-8070  
10-83)  
PREVIOUS EDITION UNUSABLE

30-105

Standard Form 30 (Rev.

Prescribed by GSA  
FAR (48 CFR)

53.243

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- |         |  |   |
|---------|--|---|
| C-8     | On center in class number                                | 246   |
|         | HBI Training Slots                                       | 74  |
|         | In Class   | 36  |
|         | Instructors  | 3   |
| C-13    | Child Development Program                                |   |
|         | Not required box checked                                 |   |
| C-14    | Should read  | <u>837</u>  |
| F-1     | Total 620 should read                                    |   |
|         | 460 male residential                                     |   |
|         | 160 male non-residential                                 |   |
| I-5     | Should read:   | (a) Resource Conversion not “Conversation”<br>B - Bottom of page delete, duplicate                            |
| I-9     | 1.6(d) should read                                       | “the terms of the above clause”   |
| J-4     | Should read:   | Attachment J-2  |
| J-22    | Add: Interim Final Regulations published April 15, 1999. | Final regulations will be published early 2000.   |
|         | Web site is  | <a href="http://usworkforce.org/resources/policyinfo.htm">http://usworkforce.org/resources/policyinfo.htm</a> |
| L-5     | Should read:   | Part 7: Transition/Phase-out Proposal   |
| L-9 (2) | Scheduling should read:                                  | May 8, 2000   |
| L-15 h. | (See Attachment J-5)                                     |   |

ANSWERS TO QUESTIONS FROM OFFERORS

Pages

- |      |           |
|------|-----------|
| C-8  | Addressed |
| C-14 | Addressed |
| F-1  | Addressed |
| I-9  | Addressed |

- J-7 Q: We are assuming the ASTC (Average Student Year Cost) line will be blank.  
A: Job Corps has decided to disclose this information in all procurements.
- J-22 Addressed
- L-7 Q: (3)(d). This question relates to student retention. On page L-8 (c)(3) there is another question about retention. Is there a difference?
- L-7 Q: (3)(e). This question relates to the quality placement of graduates. On Page L-8 (d)(1) there is another question relating to the quality placement of graduates. Are they the same or is different information needed?
- A: (3)(d) and (3)(e) are relating to center operations. (c)(3) and (d)(1) on page L-8 are relating to recruitment and placement after student leaves the center.
- L-8 Q: (d)(2) 2<sup>nd</sup> line Does the reference to “centers” mean one-stop centers? We send very few trainees to other center who are transitioning from center life to independence.
- A: Centers means other JCC centers within the region and exports.
- L-11 Q: On Pages L-11 (b)(2) and M-2.2 there are references to staff schedules. Are these schedules required for all staff or are there specific groups (critical functions) of staff you are interested in?
- A: Residential Advisors  
Academic/Vocational Instructors  
Counselors  
Security
- L-5 Address

The following vocational programs are currently offered at the center:

Cluster and Course Title	ONET	*Status	Training Slots	In Class Number	Instructor ** Number
(1) On Center Training			246		
<u>(a) CENTER OPERATED TRAINING</u>					
<u>Business/Clerical</u>			180	90	6
Receptionist	55305	C			
Word Processor	55307	C			
Secretary	55108	AC			
<u>Health Occupations</u>			120	60	4
Nurse Assistant	66008	C			
Home Health Aide	66011	AC			
Licensed Practical Nurse	32505				
<u>Food Service</u>			20	10	1
Salad/Sandwich/Cook (Salad Maker)	65038A	C			
Station Cook (Cook, Short Order)	65035	C			
Cook, Hotel/Restaurant (Culinary Arts)	65026	AC			
<u>(b) NATIONAL CONTRACTED TRAINING</u>					
***TCU (Advance Training)			100	50	3
Admin. Clerk (Clerk, General Office)	55347	C			
***HBI		72	36	3	
B&A Maintenance Helper I	98102	C			
B&A Maintenance Helper II	98102	C			
B&A Maintenance Repairer	85132	AC			
* Status Code: T=Trainee, C=Completer, AC=Advanced Completer					
** PRH-4: Appendix 401					
*** Transportation Communications International Union					
*** Home Builders Institute					

Cluster and Course Title	ONET	*Status	Training Slots	In Class Number	Instructor ** Number
<u>Technical Trades</u>			154	72	NA
Auto Glass Installer	85305A	C			

Auto Repair Technician	85302A	AC			
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1. **Delivery of Services:** The contractor will deliver a program of routine medical, dental and mental health services which includes components detailed in PRH, 5.1.
  2. **Related Health Programs:** The contractor will provide health-related programs which assist students in making healthful choices and which demonstrate acceptable work place behavior. Health-related programs will include prevention and intervention services and short-term treatment as described in PRH, 5.2.
  3. **Health Administration:** The contractor will implement procedures which ensure that quality routine health services are delivered in a professionally caring and cost-effective environment and which meet the specific requirements of PRH, 5.3.
- F. Child Development Programs

At a minimum, the program will consist of:

1. **Child Care Arrangements:** The contractor will assist Job Corps students to arrange suitable child care for their dependent children while they are enrolled in Job Corps as described in PRH, 6.1.
2. **On Center Child Care Program ( \_\_\_ is X is not required):** The contractor will provide a structured child development program at the \_\_\_N/A\_\_\_ campus for approximately \_\_\_\_\_ children.
  - a. **Funding of Child Development Program:** The contractor will provide for (operate or subcontract) the operation of a child development center (CDC), on site. Where possible the CDC shall be operated in cooperation with the local Head start grantee. The CDC will be operated at minimal cost to Job Corps, except for facility and other costs as described in PRH, 6.2 and Exhibit 6-2.
  - b. **Administration of On-Center Child Development Program:** The contractor will ensure that the on-site CDC provides quality child development activities in a safe and secure environment, in accordance with the requirements in PRH, 6.3.
  - c. **Child Development Center Staffing:** The contractor will ensure that the operator of the on-site CDC hires only professionally qualified staff. Specific guidelines concerning staff qualifications and training of such staff are found in PRH, 6.4, and Exhibit 6-3.
  - d. **Program and Developmental Care:** The contractor will ensure that the operator of the on-site CDC provides activities and services which meet the requirements of PRH, 6.5 and Exhibit 6-4.
  - e. **Parent Involvement:** The contractor will implement procedures to ensure that parents are fully informed and involved in the care and development of their children. The procedures will include, at a minimum, those found in PRH, 6.6.
  - f. **Administration of Residential Parent/Child Program ( is not required):** The contractor will provide a residential training program for approximately  N/A  single parents and their children. Parents and children will live together in a dormitory specifically designed to accommodate children. The contractor will provide a safe, healthy living environment for parents and their children by implementing procedures for handling emergencies and illness, and for ensuring that the operator of the on-site CDC follows similar procedures. Minimum requirements are found in PRH, 6.7.
  - g. **Residential Parent/Child Program Staffing:** The contractor will hire professionally

qualified staff for the single parent program. Specific guidelines concerning staff qualifications are found in PRH, 6.8 and Exhibit 8-4.

G. Graduate Services System

The contractor will assist students in entering and maintaining long-term attachment to the labor market or further educational opportunities and training by:

- C Equipping them with job search skills and knowledge of the labor market and higher educational opportunities.
- C Connecting them with services that support successful transition and job retention.
- C Identifying, making referral to and placing them in suitable employment or educational opportunities.

The final objective of this effort will be quality placement and retention, defined as further training or a job with the following characteristics: full time, high wage, long term, training match.

At a minimum, the program will consist of:

1. **Center Placement Readiness Services (applies to all centers):**

As outlined in PRH, 7.1, the contractor will operate a Graduate Services System which will:

- a. Prepare students for successful job search and placement higher educational opportunities.
- b. Inform students about and connect them with resources and services available to assist with placement, transition and retention following separation, and
- c. Directly place graduates into jobs.

2. **Post-Separation Graduate Support Services (X is    is not applicable to this contract):**

The contractor will provide graduate services for:

- X All graduates of this center
- All graduates returning returning to \_\_\_\_\_

For purposes of this procurement the contractor should anticipate a graduate pool of 837 per year.

The contractor will meet the outcome measurement standards established by the Director of Job Corps each year.

- a. **Post-Separation Graduate Services Eligibility:** The contractor will provide graduate services to all graduates throughout the placement service period prescribed by PRH, 7.2. The contractor will provide graduates with all the required services described in PRH, 7.3.
- b. **Post-Separation Graduate Services:** The contractor will provide assessments, conduct job development and referral, identify transitional needs and connect graduates with appropriate services, disburse bonuses, and maintain regular contact throughout the graduate services period to offer services which ensure that the graduate remains connected to the labor market following separation.

3. **Documentation, Reporting, and Verification: (applies to all Graduate Services providers)**

The contractor will establish a uniform system for documenting, verifying and reporting placements and graduate services, using the criteria in PRH, 7.4.

H. Administration And Management

The contractor will provide direction, management and administrative support to all functions and activities of the center. The contractor will establish systems that ensure:

**SECTION F. DELIVERIES OR PERFORMANCE**

- A. The contractor shall operate the Los Angeles Job Corps Center located in **Los Angeles**, **California**, during the period of **December 1, 2000** through November 30, 2002 and if appropriate, will perform necessary functions related to a transition period for assuming responsibility for the operation of the center for the month of November, 2002.
- B. Input Schedule:  Applicable  Not Applicable

<b>Annual Arrival by Month</b>			
<b>Month</b>	<b>Male</b>	<b>Female</b>	<b>Total</b>
January	54	0	54
February	54	0	54
March	54	0	54
April	54	0	54
May	54	0	54
June	54	0	54
July	54	0	54
August	54	0	54
September	54	0	54
October	54	0	54
November	54	0	54
December	26	0	26
Total	620	0	620

The total 620 includes 460 for male residential and 160 male non-residential.

**I.3                    52.223-9 CERTIFICATION AND ESTIMATE OF PERCENTAGE OF RECOVERED MATERIAL CONTENT FOR EPA DESIGNATED ITEMS**

(a) As required by the Resource Conversion 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)

(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.

(h) No subcontract or modification thereof 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.5 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.6 SUBCONTRACTS FOR COMMERCIAL ITEMS AND COMMERCIAL COMPONENTS FAR 52.244-6**

(a) Definitions: "Commercial item, as used in this clause, has the meaning contained in the clause 52.202-1, Definitions.

"Subcontracts," as used in this clause, include a transfer of commercial items between divisions, subsidiaries, or affiliate of the Contractor or subcontractor at any tier.

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

(c) Notwithstanding any other clauses of this contract, the Contractor is not required to include any FAR provisions or clause, other than those listed below to the extent that they are applicable and as may be required to establish their reasonableness of prices under Part 15 in a subcontract at any tier for commercial items or commercial components:

- (1) 52.222-26, Equal Opportunity (E.O. 11246);
- (2) 52.222-35, Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era (38 U.S.C. 4212 (a));
- (3) 52.222-36, Affirmative Action of Workers with Disabilities (29 U.S.C. 1241)

- (4) 52.247-64 Preferences for Privately Owned US Flagged Commercial Vessels (flow down not required for subcontracts awarded beginning May 1, 1996).

**(d) The Contractor shall include the terms of the above clause including this paragraph (d), in subcontracts awarded under this contract.**

**ATTACHMENT J-2 (page 2 of 4)**

<b>FRINGE BENEFITS</b>		<b>%</b>	<b>1<sup>st</sup> Year Pay Base (a)</b>	<b>2<sup>nd</sup> Year Pay Base (b)</b>	<b>Fringe 1<sup>st</sup> Year (%*a)</b>	<b>Fringe 2<sup>nd</sup> Year (%*b)</b>
1	Unemployment Insurance		\$	\$	\$	\$
2	FICA		\$	\$	\$	\$
3	Worker's Compensation		\$	\$	\$	\$
4	Health Insurance		\$	\$	\$	\$
5	Dental Insurance		\$	\$	\$	\$
6	Life Insurance		\$	\$	\$	\$
7	Retirement/Pension		\$	\$	\$	\$
8	Other (Specify)		\$	\$	\$	\$
9	Total Costs of Fringe Benefits				\$	\$
<b>ADDITIONAL INFORMATION</b>					\$	\$
10	Estimated Overtime/Holiday Premium Pay				\$	\$
11	Estimated Night Differential				\$	\$
12	Number of Staff Paid Holidays				#	#
13	Estimated Total Number Staff Vacation Days				#	#

## ATTACHMENT J-6

### JOB CORPS PUBLICATIONS LIST

1. Job Corps Federal Regulations - 20 CFR 638, July 1990
2. Policy and Requirements Handbook

Interim Final Regs Published April 15, 1999

Final Regs will be Published early 2000.

<http://usworkforce.org/resources/policyinfo.htm>

- Part 2: Oral Proposal
- Part 3: Staff Resources Proposal
- Part 4: Past Performance and Experience
- Part 5: Subcontracting Plan
- Part 6: Cost Justification - Business Management Proposal
- Part 7: Transition/Phase-Out Proposal

Written sections shall be separately bound and submitted in the format and in the number of copies indicated in the Specific Instructions, below. Written sections of the proposal shall be submitted as follows:

- a. Each page shall be 8 ½ X 11", with at least 1" margins on all sides
- b. Type size 12 pitch or larger.
- c. Pages shall be consecutively numbered within each section.
- d. Title pages, tables of contents, and section dividers shall not be included in page totals.
- e. Pages in two column format may be used.
- f. Pages submitted in excess of the limits shown will not be evaluated but will be returned to the offeror.
- g. The page limitation applies to the initial proposal. The Final Proposal Revision shall be limited to responses to the government's concerns, and should not be an entirely new submission.

**B. Specific Instructions**

**1. Oral Presentation**

The oral presentation shall be used by the Government in its evaluation and selection of the awardee. The oral presentation shall be in the form of a briefing to explain, in detail, the offeror's understanding of and approach to the requirements delineated under the evaluation factors. No price information shall be included in the oral presentation.

The rating panel may ask questions of clarification following the presentation. The oral presentation is not a negotiation and questions may not be asked by the presenters which seek clarification of the RFP.

Evaluation criteria are shown in Section M.

**a. Content**

The Oral Proposal shall consist of responses to the following specific factors only. The factors shall be presented in order shown below.

b. Format

The Oral Proposal shall be presented by the offeror to the government's evaluation panel using the procedures shown below:

(1) Form of Presentation

Offerors must make their presentations to the Government in person. Submissions of video tape or other forms of media will not be accepted in lieu of the oral presentation. Equipment available for the presentation, furnished by the Government, will be an overhead projector and screen. A TV monitor and VCR may be provided upon advance request. Other needed equipment must be approved by the Government and furnished by the offeror. Such requests for approval shall be made no later than 5 working days before the scheduled presentation. The room will be available for preview prior to the presentation by appointment. Contact Caroline Atha, Contract Specialist at (415) 975 4688, for an appointment. The room will be available for equipment setup 30 minutes prior to the presentation.

(2) Scheduling

After receipt of proposals, the offeror will be provided a date, time and location for the oral presentation to be given to the Government. The order in which offerors will make their presentations will be determined by drawing of lots by the Contracting Officer after receipt of the proposals. Once notified, the offeror must make its presentation at the required date and time. Requests to be rescheduled will not be entertained unless exigencies make the attendance of the offeror virtually impossible. The Government retains the sole right to reschedule presentations. The anticipated dates of oral presentations will be the week of May 8th.

(3) Offeror's Presentation Team

Only members of the offeror's staff and any staff proposed to work on the contract by that offeror may participate in the presentation. Offerors are encouraged to make the proposed Center Director a part of the team. Offerors may have no more than 7 personnel on their presentation team.

Include backup data to support the estimated amount of material and subcontracting (if applicable), including description of materials to be procured, basis for proposed subcontract, and amounts proposed.

Subcontract information shall contain the list of names and addresses of any proposed subcontractors or consultants the offeror intends to use in the performance of the contract. Include the following information about subcontractors in excess of \$25,000:

- (1) Has the subcontractor submitted a cost proposal?
  - (2) Will the subcontractor be able to start performance at the beginning of the contract period?
  - (3) What is the total cost of each subcontract?
  - (4) What experience does the subcontractor have in this technical area?
  - (5) What services (skills) will the subcontractor provide?
- f. An Accounting System Certification, which is a statement certifying that the offeror has an established accounting system with internal controls adequate to safeguard their assets, check the accuracy and reliability of the accounting data, promote operating efficiency, and permit compliance with Government requirements and accounting procedures with respect to cost-reimbursement type contracts. The statement shall be executed by an independent certified or duly licensed public accountant.
- g. A completed Standard Form 33, Solicitation, Offer and Award, and all attachments thereto as outlined in the instructions, (Section K) for each copy of the Business Management Proposal.
- h. A completed Staffing Chart which Attachment J-5 will indicate the number of staff for each center function.
- i. Total Compensation Plan (salaries and fringe benefits) for professional and non-professional employees. This plan will also include a description of any bonuses, monetary awards, and other contingent payment plans for all staff charged directly to this contract. The narrative must explain the policy under which these payments will be dispersed.
- j. Area Wage and Fringe Benefit Survey - The Job Corps Area Wage and Fringe Benefit Surveys Handbook (hereafter referred to as the