

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE 1 of —
2. AMENDMENT /MODIFICATION NO. 01	3. EFFECTIVE DATE See Block 16C	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY CODE U.S. Department of Labor/ ETA Office of Job Corps 71 Stevenson, Suite 1015 San Francisco, CA 94105-2970		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 SACRAMENTO JOB CORPS CENTER OPERATION and CAREER SYSTEMS DEVELOPMENT CORPORATION			9A. AMENDMENT OF SOLICITATION NO. VI-02-01	
			9B. DATED (SEE ITEM 11) MAY 14, 2002	
			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 is extended X 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; X (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 X 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 May 2, 2002, and other pertinent information. Copies of the pages containing the amended sections referred to below follow this standard form.

<u>Remove</u>	<u>Replace</u>	<u>Comments</u>
F.2B	F.2B	Calculations in "Total" column are amended.
G.4	G.4	Change "Estimated Cost, Fixed Fee and Incentive Fee Table".
J-10	J-10	Insert Contracting Officer's Pertinent Information, Address.
J-16	J-16	Relevant Service Contract Act Wage Determination to be inserted (will be included via Amendment).
L-5.B(D)(11)	L-B(D)(11)	English as a Second Language is applicable.
M.1.1(B) and (E)	M.1.1(B) and (E)	Percentage distribution is corrected.

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	
15B. CONTRACTOR/OFFEROR	15C. Date Signed	16B. UNITED STATES OF AMERICA	16C. Date Signed
		BY	
_____		_____	
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

1. *In the RFP, ESL is not marked as being a required component of the program. Is that correct?*

No. ESL is a required component of the contract. Its not being so indicated on the RFP is an oversight.

2. *How many ESL slots are there in the contract?*

Centers generally do not have a pre-determined number of ESL slots as they do with the other academic or vocational programs. The center is a designated ESL Center. As such, the number of trainees in the ESL class vary according to the number of trainees in need of such services.

3. *After the completion of the co-educational dormitory now being built, is it anticipated that the residential population on center will be increased?*

Currently, we cannot state with certainty whether the number of residential slots provided in the contract will increase upon completion of the dormitory. Bidders should design their bid with the current trainee configuration for male and female trainees, as well as residential and non-resident trainees.

4. *What expenditures are included in line 30 of the 2110 identified as "Indirect Center Operations"? (On pages 58 and 59 of the RFP)*

Indirect Center Operations includes the contractor's "G&A" and overhead costs.

5. *Please identify the NTC's and the number of instructors.*

The vocations administered by the National Training Contractors, and the number of instructors in each of those vocations, are as follows: (1) carpentry, 1 instructor; (2) cement masonry, 1 instructor; (3) heavy equipment operator, 3 instructors; (4) heavy construction equipment mechanic, 1 instructor; and (5) plasterers, 1 instructor.

6. *The "Input Schedule" table in Section F.2, on page 23 of the RFP contains some mathematical inconsistencies. What are the correct figures?*

The correct figures are available on the amended RFP, posted on the same website as the one from which you obtained the original RFP.

7. *Is the OA/Career Prep Period included or excluded from the 600-page limit?*

These sections are included within the 600-page limit.

8. *Does the response to the RFP require a State Workforce Development Plan?*

No. But bidders should keep in mind the California Workforce Investment Plan goals in developing their proposals.

9. *The face sheet of the RFP does not contain a zip code for the Office of the Job Corps. What is it?*

The zip code for 71 Stevenson Street, San Francisco, California is 94105-2970.

10. *Is any additional construction planned on center?*

The *Long Range Plan Update*, which is available upon request, does contain plans for additional construction. However, presently, no funding has been obligated to support the tentative construction.

11. *Who is the point of contact for the CISCO Systems Academy Program? Is the CISCO vocation on center or off center? How many vocational slots is it allotted?*

The CISCO vocation is currently offered off-center but is expected to begin on center by mid-July, 2002, with 24 vocational slots. The regional DOL Cisco Academy programs point of contact is Ms. Carroll McGillin. Her telephone number is (410) 309-5540. Her address is: 1028 Harbor, Annapolis, Maryland, 21403. Her e-mail address is: cmcgilli@cisco.com

12. *What is the requirement to operate and maintain: (1) the local area network (LAN); (2) the computer equipment and peripherals; (3) fiber optic cable networks; and (4) servers?*

As with any federal property, the contract requires that the operator maintain property in good condition and make reasonable efforts to protect property from damage, destruction, abuse, theft or other mismanagement. Technological equipment is not *per se* afforded any special status or protection. Centers now routinely have on staff a trained "IT" person who can maintain and manage its technological needs, including servers and telephone systems. Moreover, the Job Corps maintains a contract with the "Job Corps Data Center" which provides technology related assistance to centers and has been the entity responsible for the actual construction of fiber optic (as well as other types of) cable networks, including local access networks. Additionally, modernization funds are annually allotted to centers based on trainee population as well as need to bring the centers current with mainstream technology.

13. *Which areas or categories of staff are represented by a union? Please provide the unions on center, including the Locals, addresses and telephone numbers of the unions.*

Staff on center is represented by a single union but are covered by two Collective Bargaining Agreements (CBA). The union is the California Federation of Teachers. The instructors, counselors and career transition specialists, as well as a single arts and crafts specialist, are covered by one CBA, and the residential advisors are covered by a separate CBA.

14. *Where is Advanced Career Training (ACT) conducted? Which institutions are involved?*

ACT classes are local off-center college classes tailored to individual trainee needs. Local research would need to be conducted by each offeror about the availability of suitable advanced classes.

15. *Are there any public school teachers or other staff working on center?*

The Guajome Park Academy Charter High School staff are technically public school employees.

16. *Would it be possible for all bidders to obtain a copy of the Regional CDSS plan?*

Yes. Any party interested in obtaining a copy of the Regional CDSS should request the document in writing either by regular first-class U.S. mail to Contracting Officer Jacqueline G. Roberts at the address provided on the cover sheet of the RFP or by e-mail to the point of contact provided in the RFP.

17. *What is the difference between Section G.3 Option to Extend Services not to Exceed 6 Months and Section G.5A Non-option Extensions up to 120 Days?*

The **Option to Extend Services not to Exceed 6 Months** clause is a standard clause inserted in solicitations and contracts when the inclusion of an option is appropriate. It provides for the continuation of services under the terms of the contract for a period of up to six months after the five-year term of the prime contract (base year plus three option years) has terminated. An example of when such a clause would be triggered is if an offeror raised a protest to the award of a contract to a particular contractor. In such an instance, it would require the incumbent contractor to operate the center for a period of up to six months while the protest was decided. (FAR subpart 17.208(f) and references therein.) The **Non-option Extensions up to 120 Days** clause permits the government to require the contractor to agree to a 120-day extension of its operation of a center under the ongoing terms and conditions of the contract when the government chooses not to exercise its option to extend the contract for an option year within the five-year period. It provides the government with additional time (120 days) to re-compete the contract.

18. *In Section H.7-C, Notification to Contracting Officer for Subcontracts Exceeding \$2,500, the \$2500 seems to be in error. Can it be increased to a higher level?*

The \$2,500 figure refers to subcontracts to which the Service Contract Act is applicable. The FAR actually does not prescribe a specific dollar threshold at which Contractors must seek regional approval. The Department of Labor Accounting Regulations (DOLAR) states that the Contracting Officer can grant a waiver of the consent requirements, thereby delegating subcontract approval. In this region, the Contracting Officer has chosen to waive the subcontracting consent requirements *for any subcontracts less than \$25,000*. This means that contractors are not required to submit purchase orders or subcontracts valued at less than \$25,000.

19. *Are the Service Contract Act and Davis-Bacon Wage Determinations the applicable minimum wages that the prime contractor (operator) must pay its staff?*

No. Neither of these Acts is applicable to contracts for the operation and management of Job Corps Centers. However, these wage determinations are applicable to all subcontracts that fall under their respective parameters.

20. *Does the National Job Corps Staff Compensation Data sheet (Attachment J-7) supplied at the pre-proposal walk-thru eliminate the need to conduct a wage survey?*

It is expected that the Compensation Data Sheet will guide the preparation of the Business Management Proposal. However, if an operator wanted to show that the hourly wage to hire a particular position was unusually low for that given position in that particular geographic region, an independent wage survey would be needed to rebut the presumption set forth in Attachment J-7.

21. *The RFP makes no reference to the use of inflation rates for out years, as did prior RFP's. Does the Department of Labor have proposed inflationary guidelines for adjusting the contract option years for inflation?*

Inflation rate adjustments are provided for in L.5.B(5)(a)(13) of the RFP, Cost Justification – Business Management Proposal. It states there that the proposal will include a budget for each option year, “with an appropriate adjustment for price inflation using the same inflationary factor that is reflected in the Congressional Job Corps appropriation for the budget or program year in which the option year begins.”

22. *Are there any provisions in the DOL Federal Acquisition Regulations that allow for offerors to receive credit towards their small business subcontracting goals if they subcontract with qualified nonprofit agencies participating in the JWOD program?*

Nonprofit organizations are by definition not small businesses. The Department of Labor does not have the exception mentioned for the Defense Logistics Agency.

23. *The RFP has specific subcontracting goals on page 117. In addition to a goal for Small Disadvantaged Businesses (SDB), there is also a goal for Section 8(a) certification businesses that give the holders of the certification certain advantages when competing for federal contracts. Since a prime contractor cannot offer the same advantages, the certification has no more meaning than the SDB certification granted by the SBA. Accordingly, can the Section 8(a) goal be eliminated in favor of a 5% goal for all SDB's including 8(a) certified businesses?*

No. The goals apply to all businesses unless the prime happens to be a certified Section 8(a) business.

24. *Is there a Sacramento Job Corps Website?*

Yes. The Sacramento Job Corps Center website can be reached at:
http://www.geocities.com/sacramento_job_corps/

25. *When is the last day to submit questions concerning the RFP?*

The last day is Wednesday, May 22, 2002. Questions must be submitted *and received* by 5:00 p.m. local time, and can be sent in writing to the address on the RFP cover page or by e-mail to the point of contact.

26. *The Service Contract Act Wage Determination included as Attachment J-16 was issued in 1997. Is a more recent Service Contract Act Wage Determination available for the bidders to use in developing their respective offers?*

Yes. We will include the most recent Service Contract Act Wage Determinations in an amendment to the RFP.

SECTION F. DELIVERIES OR PERFORMANCE

F.1 TYPE OF CONTRACT

A. This is a **Cost Plus Incentive Fee** Contract.

SECTION F. DELIVERIES OR PERFORMANCE

F.1 TYPE OF CONTRACT

B. This is a **Performance Based Cost Plus Incentive Fee** Contract.

F.2 PERIOD OF PERFORMANCE

A. The term of the contract is for a base period of 2 years with three 1-year option periods. The contractor shall operate the **Sacramento Job Corps Center** located in **Sacramento, California**, during the period of **March 1, 2003 through February 28, 2005**, and if appropriate, shall perform necessary functions related to a transition period for assuming responsibility for the operation of the Center for the month of **February, 2003**.

B. Input Schedule: Applicable Not Applicable (Note: This input schedule includes the recruitment of 100 trainees to be "exported" to Seattle Region Centers. The 100 trainees include 50 males and 50 females.)

Annual Arrival by Month			
Month	Male	Female	Total
January	43	20	63
February	43	17	60
March	35	15	50
April	34	14	48
May	34	14	48
June	30	12	42
July	30	12	42
August	30	12	42
September	34	14	48
October	35	12	47
November	32	10	42
December	20	8	28
Total:	400	160	560

the provisions of Clause 52.216-07, Allowable Cost and Payment, except that the final invoice shall be forwarded to the Contracting Officer. The right to determine whether costs are allowable, disallowable, or should be suspended is not redelegated, but is reserved for the Contracting Officer.

G.2 INTERPRETATION OR MODIFICATIONS

No oral statement of any person and no written statement of anyone other than the Contracting Officer shall modify or otherwise affect the terms or meaning of this contract. All requests for interpretations, modifications, or changes shall be made in writing to the Contracting Officer.

G.3 52.217-08–OPTION TO EXTEND SERVICES (NOV 1999)

The Government may require continued performance of any services within the limits and at the rates specified in the contract. These rates may be adjusted only as a result of revisions to prevailing labor rates provided by the Secretary of Labor. The option provision may be exercised more than once, but the total extension of performance hereunder shall not exceed 6 months. The Contracting Officer may exercise the option by written notice to the Contractor within 30 days

G.4 52.217-09--OPTION TO EXTEND THE TERM OF CONTRACT (MAR 2000)

(a) The Government may extend the term of this contract by written notice to the Contractor within 30 days; provided, that the Government gives the Contractor a preliminary written notice of its intent to extend at least 60 days before the contract expires. The preliminary notice does not commit the Government to an extension.

(b) If the Government exercises this option, the extended contract shall be considered to include this option clause.

(c) The total duration of this contract, including the exercise of any options under this clause, shall not exceed 5 years.

The contractor agrees that the estimated costs for operating the Job Corps Center and for providing outreach/admissions and/or career transition services (if applicable) in each of the option years shall be based on the agreed-to budget for ongoing expense in the preceding year, with an appropriate adjustment for price inflation using the same inflationary factor that is reflected in the Congressional Job Corps appropriation for the budget or program year in which the option year begins. The amounts shown in the Option Year budget table provided below are therefore considered provisional, except that the fixed **and incentive** fee amounts are considered final unless changed by subsequent bilateral contract modification.

Estimated Cost, Fixed and Incentive Fee				
Cost Category		OY1	OY2	OY3
a.	Operations	\$	\$	\$
b.	Fixed Fee	\$	\$	\$
c.	Incentive Fee	\$	\$	\$
d.	Subtotal Direct Operations:	\$	\$	\$
e.	Indirect Operations	\$	\$	\$
f.	Fixed Fee	\$	\$	\$
g.	Subtotal Indirect Operations:	\$	\$	\$
h.	Total Direct & Indirect Operations (c+f):	\$	\$	\$
i.	Construction and Rehabilitation	\$	\$	\$
j.	GSA Vehicle Rental	\$	\$	\$
k.	Equipment	\$	\$	\$
l.	VST	\$	\$	\$
m.	Total Capital:	\$	\$	\$
n.	Outreach/Admissions	\$	\$	\$
o.	Fixed Fee	\$	\$	\$

Estimated Cost, Fixed and Incentive Fee				
Cost Category		OY1	OY2	OY3
p.	Total Outreach/Admissions:	\$	\$	\$
q.	Career Transition Services	\$	\$	\$
r.	Fixed Fee	\$	\$	\$
s.	Total Career Transition Services:	\$	\$	\$
Total Estimated Cost (h + m + p + s):		\$	\$	\$

G.5 OPTIONS

ATTACHMENT J-10 (page 1 of 4)

Past Experience Confirmation Questionnaire
_____ Job Corps Center

To Whom it May Concern:

The _____ Company is currently responding to the Department of Labor RFP # _____ for the procurement of the continued operation of the _____ Job Corps Center.

The Department of Labor is placing increased emphasis in their procurements on past performance as a source selection factor. They are requiring that clients of entities responding to their solicitations be identified and their participation in the evaluation process be requested. Therefore, we are requesting that you provide the following information regarding our performance on the contract identified below. Please complete Sections B-G of this Questionnaire and return it directly to the address shown below no later than 12:00 p.m., (date).

ATTN: Jacqueline G, Roberts, Contracting Officer
Office of Job Corps, San Francisco Region
71 Stevenson Street, Suite 1015
San Francisco, CA 94105--2970

By my signature below, I authorize you to respond to any additional inquiries by the Department of Labor regarding our performance on the referenced contract.

(Signature) _____ (Date) _____

(Title) _____

A. Contract Identifying Information:	
Offeror:	
Project Title:	
Contracting Officer:	Phone No.
Project Manager:	Phone No.
Address:	FAX No.
Work Performance Period: _____ to _____	
Contract Value: \$	
Brief Summary of Statement of Work:	

ATTACHMENT J-16

**PLEASE NOTE THAT THE RELEVANT
SERVICE CONTRACT ACT WAGE DETERMINATION
WILL BE INCLUDED IN A FORTHCOMING AMENDMENT.**

- VST project selection, scheduling and administration
- Management and control of VST funds

(7) Reading

- Identification and use of curriculum
- Assessment and assignment of students
- Evaluation and measurement of student progress
- Integration with other training curricula

(8) Communications Skills

- Identification and use of curriculum and learning activities
- Evaluation and measurement of student progress
- Integration with other training curricula

(9) Mathematics

- Identification and use of curriculum
- Assessment and assignment of students
- Evaluation and measurement of student progress
- Integration with other training curricula

(10) GED Certificate/High School Diploma

- Identification and use of curriculum
- Assessment and assignment of students
- Evaluation and measurement of student progress
- Integration with other training curricula

(11) English as a Second Language (X applicable not applicable)

- Identification and use of curriculum
- Assessment and assignment of students
- Evaluation and measurement of student progress
- Integration with other training curricula

(12) Vocational Training

- Identification and use of curriculum
- Employer involvement
- Assessment and assignment of students
- Evaluation and measurement of student progress
- Integration with other training curricula
- Relationships with NTCs
- Student certification and licensing

Evaluation Criteria

1. Technical Proposal

a. Criteria

Each Technical Proposal shall be evaluated against the criteria detailed below.

1. To what extent are the systems, procedures and approaches proposed clear, complete, concrete, and consistent with the Job Corps mission and policies?
2. How effectively does the offeror's proposal recognize and tailor programs to operate in the context of the center's student population, site condition, configuration, geographic location, the local and regional labor market, regional CDSS plan, and any other data provided by the Contracting Officer?
3. How effective is the proposal in offering feasible, proven strategies and methods to ensure the achievement of Job Corps' specified outcomes and quality indicators?

b. Weights

Evaluation points and weights assigned to each part indicate the degree of importance that has been assigned to each area. Offerors should keep this in mind when addressing the content. Listed below are the categories, subcategories and corresponding weights that shall be used to evaluate the proposal:

A. Outreach and Admissions (6 Points)

Administration and Management (25%)

- Eligibility Determination (20%)
- Information to Applicants (20%)
- Readmission (5%)
- Applicant Assignments (15%)
- Enrollment Readiness (15%)

B. Career Preparation Period (6 Points)

- Center Plan (20%)
- Introduction to Center Life (12%)
- Student Assessment (12%)
- Personal Counseling (12%)
- Student Career Planning (12%)
- Navigating the Labor Market (10%)
- Personal Development Skills (10%)
- Career Development Readiness (12%)

C. Career Development Period (8 Points)

- Administration & Management of Career Development Services (10%)
- Personal and Career Counseling (5%)
- Student Standards of Conduct (4%)
- Evaluation of Student Progress (5%)
- Center-Based Learning Standards (5%)
- Work-Based Learning Standards (5%)
- Reading (4%)
- Communication Skills (4%)
- Mathematics (4%)
- GED Certificate/High School Diploma (4%)
- English as a Second Language (2%)
- Vocational Training (8%)
- Advanced Career Training (2%)
- Employability Skills (4%)
- Information Technology (4%)
- Diversity Training (2%)
- Residential Living (8%)
- Wellness (3%)**
- Social Skills Training (3%)
- Recreation/Vocational Programs (4%)
- Student Government and Leadership (3%)
- Driver Education (2%)
- Career Transition Readiness (5%)

D. Career Transition Period (8 Points)

- Career Transition Plan (20%)
- Career Transition Services for Graduates (50%)
- Career Transition Services for Former Enrollees (15%)
- Documentation, Reporting and Verification (15%)

E. Management (8 Points)

- Program Management (65%)
- Financial Management (15%)
- Facilities (10%)
- Safety and Environmental Health (10%)

F. Administrative Support (6 Points)

- Student Attendance, Leave and Absences (6%)
- Student Allowances and Allotments (5%)
- Student Records Management (10%)