

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 4
2. AMENDMENT/MODIFICATION NO. 5	3. EFFECTIVE DATE See box 16C	4. REQUISITION/PURCHASE REQ. NO REQM-GH-11-000008		5. PROJECT NO. (If applicable)
6. ISSUED BY US Agency for International Development Office of Acquisition and Assistance M/OAA/GH/HSR Washington, DC 20523-7900	CODE	7. ADMINISTERED BY (IF OTHER THAN ITEM 6)		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State, and Zip Code)			<input checked="" type="checkbox"/>	9A. AMENDMENT OF SOLICITATION NO. SOL-OAA-11-000020
				9B. DATED (SEE ITEM 11) 07/08/2011
			<input type="checkbox"/>	10A. MODIFICATION OF CONTRACT/ORDER NO.
				10B. DATED (SEE ITEM 11)
CODE:		FACILITY CODE:		

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers is extended is not extended.

Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods:

(a) By completing Items 8 and 15, and returning 1 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers, FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If Required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO., AS DESCRIBED IN ITEM 14

- A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify Authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
- B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43,103 (b).
- C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
- D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor is NOT IS required to sign this document and return 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of this amendment #5 for SOL-OAA-11-000020, TASC4 – Latin America is:
 1. List previous amendments for SOL-OAA-11-000020, TASC4 – Latin America.
 2. Provide further guidance/clarification on the cost/business application preparation;

See following pages 2-4.

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		16A. NAME AND TITLE OF CONTRACTING OFFICER Kathlyn Bryant, Contracting Officer	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA (Signature of Contracting Officer)	16C. DATE SIGNED 7/8/2011

In the RFP and previous Amendments, offerors were asked to provide:

- Table depicting their ceilings on daily rates for the proposed categories.
- Detailed budget for case study
- Detailed budget notes
- Signed Bio-data forms

Review the clarification information below; if offeror did not follow items 1-4 listed below, offeror may submit cost proposal revisions **electronically ONLY** to kbryant@usaid.gov by July 15, 2011 5:00 pm Washington DC time.

NOTE: USAID email system limit for email attachments is 5MB and smaller. Do not resubmit the entire cost proposal. ONLY submit the documents requested below.

CLARIFICATIONS:

- 1) Offerors are asked to provide ceiling rates for each labor category proposed, and ONLY those labor categories proposed. These rates shall be used to set ceiling rates to be used in firm fixed-price task orders. Such rates must be provided as “daily rates.” The proposed ceiling on daily rates MUST be supported by bio-data sheets, and will be included in the IDIQ. The contractor may not charge rates higher than these ceiling rates in firm fixed-price task orders or cost-reimbursement task orders. These ceiling rates shall be proposed for each of the five years of the IDIQ. For reference, USAID considers one year to be 260* working days. Any salary should be divided by 260* days to secure the daily rate.
**260 working days are typically the number of days that are included as direct cost. If offeror has separate policy where vacation, sick, etc. days are included in overhead or other indirect cost, please reduce number of direct cost working days, and provide appropriate and detailed information on how vacation, sick, etc. days are treated and accounted for in the cost narrative. Verify there is no double billing to the Government.*

- 2) The cost reimbursable daily rates proposed for the case study budget shall be REALISTIC, REASONABLE, and JUSTIFIABLE for the labor category and level proposed. Daily rates proposed shall not be higher than the ceiling rate proposed, and this daily rate must also be justified by prior work experience and education. It is expected that the daily rates for the labor categories proposed in the case study be based on and substantiated by the provided bio-data information (CURRENT salary, most recent prior positions and salary information) submitted for the proposed position. NOTE: The daily rates proposed for the labor categories and each level (which should be based on current salaries) are not expected to be at the ceiling rates proposed. Ceiling rates are to be proposed for each level of the labor category proposed and they are expected to be commensurate with the level of responsibility, experience and education (Level I – highest; Level II – second highest, etc.)

- 3) Bio-data sheets must 1) be signed by both the proposed employee, and the responsible representative of the contractor. Offeror must also LEGIBLY PRINT the name of the responsible representative of the contractor below the signature.
- 4) Case study budget should only contain the categories detailed in RFP section L.9. A detailed, summarized excel budget should be included to support the line items, in conjunction with a budget narrative.

IF REQUIRED, SUBMIT THE FOLLOWING:

1. Ceiling rate table including daily ceiling rates; proposed categories and levels
2. Detailed budget for case study
3. Detailed budget narrative
4. Legible, signed, bio-data forms

Summary budget for Case Study – TASC4 – LATIN AMERICA

<u>Cost Element</u>	<u>Y1</u>	<u>Y2</u>	<u>Y3</u>	<u>Y4</u>	<u>Y5</u>	<u>Total</u>
Total Direct Labor						
Salary						
Fringe Benefits						
Consultants						
Local Professional Staff						
Subcontracts*	\$600,000	\$600,000	\$600,000	\$600,000	\$600,000	\$3,000,000
Allowances	\$140,000	\$140,000	\$140,000	\$140,000	\$140,000	\$700,000
Travel, Transportation, and Per Diem	\$150,000	\$150,000	\$150,000	\$150,000	\$150,000	\$750,000
Other Direct Costs	\$415,000	\$415,000	\$415,000	\$415,000	\$415,000	\$2,075,000
Overhead						
G&A						
Total Est. Cost (TEC)						
Fixed Fee						
TEC Plus Fixed Fee						

AMENDMENTS:

Offerors are required to sign, date and return all amendments as directed. Please ensure all amendments listed below have been signed, dated and returned to the appropriate POC at USAID.

Prior Amendments:

Posted Amendment #	Correct Amendment #	Dated	Amendment posted/found on:
Amend #1	Amend #1	April 28, 2011	FBO; Combined Synopsis/Solicitation (Modified) / Partial Small Business
Amend #2	Amend #2	May 13, 2011	FBO; Combined Synopsis/Solicitation (Modified) / Partial Small Business
Amend #3	Amend #3	May 15, 2011	FBO; Combined Synopsis/Solicitation (Modified) / Partial Small Business
Amend #1*	Amend #4	June 2, 2011	FBO; Presolicitation (Modified) / Partial Small Business

*** This amendment was mistakenly posted to the Presolicitation notice instead of the combined synopsis/solicitation notice. It is available on FBO under the TASC4 – Latin America Presolicitation notice – please locate it there.**

Current Amendment:

Posted Amendment #	Correct Amendment #	Dated	Amendment posted/found on:
Amend #4	Amend #5	July 8, 2011	FBO; Combined Synopsis/Solicitation (Modified) / Partial Small Business