

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF	PAGES
	1	2	2

2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE August 18, 2010	4. REQUISITION/PURCHASE REQUEST NO.	5. PROJECT NO. (If applicable)
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6. ISSUED BY U.S. Department of Housing and Urban Development Southern Field Contracting Operations Atlanta Operations Branch 40 Marietta Street, NW, 14 th Floor Atlanta, Georgia 30303	CODE	7. ADMINISTERED BY (If other than Item 6) David J Tucker David.j.tucker@hud.gov (678) 732-2762	CODE
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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State, and ZIP Code)	(v) X	9A. AMENDMENT OF SOLICITATION NO. Q0A4AAC0003
		9B. DATED (SEE ITEM 11) 08/11/2010
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 13)
		FACILITY CODE

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

<input checked="" type="checkbox"/> The numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of offers	<input type="checkbox"/> is extended	<input checked="" type="checkbox"/> 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 <u>1</u> 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 ACKNOWLEDGEMENT 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)

N/A

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

(v)	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 data, etc.) AS 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)

IMPORTANT: Contractor is not is required to sign this document and return _____ copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)
a) The purpose of this amendment is to change the submission e-mail address on Attachment 1 to read david.j.tucker@hud.gov .
b) The date for receipt of quotes remains 27 August 2010 @ 2:00pm EST.
c) No additional questions will be accepted.
d) Address questions (page 2).
e) All other terms and conditions remain in full effect.

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

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

1. **Question** - How many past performance reviews are required for each contract bid?

Answer - Request for Quote, Section L & M states: “ the offeror shall provide past performances for a minimum of a 3-year period.” If the offeror has performed services within this period of time on any federal or non-federal contracts, the offeror may submit the past performance surveys to agencies/point of contacts for evaluation purposes. See section L & M.

2. **a. Question** - Page 26 of the request states 4 copies of part I and 3 copies of Part II. Part I – Pages 1 and 2 along with section K. Or would you like 4 copies of the entire 26 page request for quote?

Answer –Per the solicitation, section L titled “Instructions, conditions and notices to offerors or Respondents,” please submit 4 copies for Part I and three copies for Part II.

- b. Question** - Part II – I was going to send three copies of a letter highlighting past performance and technical ability along with a copy of my appraisal license. I wanted to be sure that is what you will need?

Answer - In order to ensure a proposal is reviewed prospective contractors should comply with all the requirements as listed in the solicitation.

3. **Question** - I’m interested in submitting a bid for your Solicitation for Field Reviews. I saw where the winning contractor must attend a mandatory educational/training session at the Atlanta HOC office. Are all key personnel required to attend this mandatory training session, or only the appraisers actually performing the work?

Answer – If the contractor has had the training in the past 12 months, no need to retake the training. If not, the “prime” contractor shall attend the training session. The Government may allow the contractor to bring any additional staff (subcontractors, support staff, etc.) if they feel the need. If the prime will have subcontractors to complete the work, it is the “prime” contractor’s responsibility to train them, however, they are welcomed to bring them to the training session.