

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			BPA NO.	1. CONTRACT ID CODE	PAGE 1	OF PAGES 5
2. AMENDMENT/MODIFICATION NO. ONE		3. EFFECTIVE DATE SEE BLOCK 16C		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (if applicable)
6. ISSUED BY REGIONAL ACQUISITION AND ASSISTANCE OFFICE USAID/SENEGAL B.P. 49 DAKAR - SENEGAL		7. ADMINISTERED BY (If other than Item 6)		CODE		
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) ALL POTENTIAL APPLICANTS				(X) 9A. AMENDMENT OF SOLICITATION NO. RFP No. 685-10-A-03 9B. DATED (SEE ITEM 11) December 4, 2009 10A. MODIFICATION OF CONTRACT/ORDER NO. X 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, ☐ 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 of 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.						
(X) 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(c). 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 _____ copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible)						
(See Continuation Page)						
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) N/A				16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) PHILLIP S. TRESCH REGIONAL ACQUISITION AND ASSISTANCE OFFICER		
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)		15C. DATE SIGNED		15B. UNITED STATES OF AMERICA BY: <i>Phillip S. Tresch</i> (Signature of Contracting Officer)		16C. DATE SIGNED 12/30/09

The purpose of this amendment is to: (1) extend by one week the closing date for submission of application (i.e. from January 25, 2010 to February 1, 2010), and; (2) provide answers to a few questions received.

Question # 1

Could USAID please provide the most recent FSN Scale for Senegal so that we may refer to it when constructing our budget?

Answer # 1

If offerors individually write to USAID/Senegal, the Mission will provide only step 6 of the FSN pay scale as a "general" financial reference (i.e. salary market rates should not be based only on FSN pay rates).

Question # 2

If electronic submissions of applications are received by January 25th, will USAID allow hard copies to arrive by a later date?

Answer # 2

The closing time for submission of applications has been extended through February 1, 2010, at 5:00 pm Dakar time (i.e. a one-week time extension). Therefore, all hard copies shall arrive before the closing time.

Question # 3

There is a discrepancy between the numbers of PPRs that are required. The RFA requests 5-8 PPRs on page 11 and 10 PPRs on page 18. Which is the correct number?

Answer # 3

The correct number is 5-8 PPRs as stated on page 18 of the RFA.

Question # 4

Please confirm whether the intended duration of the program is 4.5 years.

Answer # 4

The duration of the program is 4.5 years. Also, as stated in the RFA, for planning and budgeting purposes, the following format should be used:

Year 1 - 18 months - Est. 4/01/2010 - 9/30/2011
Year 2 - 12 months - 10/01/2011 to 9/30/2012
Year 3 - 12 months - 10/01/2012 to 9/30/2013
Year 4 - 12 months - 10/01/2013 to 9/30/2014

Question # 5

Page 43 of the RFA states that the Casamance peace process component will have its main office in Ziguinchor with an antenna office located in the main project office of the SGPB. Can USAID confirm whether or not this satellite office is required and, if so, provide more information on the purpose and nature of this office?

Answer # 5

An antenna office for the Casamance peace process component located in the main project office of the SGPB Program in Dakar is required. While most field activities on this component will be implemented in the Casamance, many key meetings will take place in Dakar, with senior representatives of the Government of Senegal, political groups, Embassy and donor representatives, civil society and other implementers. Since the USAID Mission Director and the U.S. Ambassador in Senegal have been closely following the Casamance files; frequent situation reports are required.

Question # 6

Page 9 of the RFA provides illustrative percentages for program and budget allocations for each component. While Component 4 's funding level is clearly set at \$5.15 million, do applicants have the flexibility to propose a budget of greater than \$2 million for Component 3?

Answer # 6

The budget for Component 3 is not to exceed \$2 million.

Question # 7

Will USAID consider a two week extension on the closing date for submission of applications given the three federal holidays that fall between the RFA issuance and closing date?

Answer # 7

USAID will allow a one-week extension; therefore the closing time for submission of applications is extended through February 1, 2010 at 5:00 pm Dakar time.

Question # 8

On page 12, under section (g) the RFA states that "Applicants must describe fully program budgeting, financial and related program reporting procedures" in the cost/business application. Is this necessary for organizations that have received federal funds before and have USAID-approved NICRA rates? If so, would a copy of our organizational accounting policies and procedures suffice for this requirement?

Answer # 8

As part of normal cost application, this requirement is just to explain your basic good practice and financial accounting policies and procedures. By submitting a summary or a copy of your organizational accounting policies and procedures will be one means of providing the above required information.

Question # 9

Does USAID have a preferred format for the Cost Control Plan detailed in section (k) on page 14? If so, could USAID share this with us?

Answer # 9

No specific format is required, but generally offerors should list specific cost control actions. See page 14 of the RFA for examples of cost control items.

Question # 10

Is the deadline for proposal submission January 25th at 17:00 Dakar time or Washington DC time?

Answer # 10

Closing time for submission of applications is noted as 5pm, local time in Senegal. Please see answer # 7 above.

Question # 11

Can hard copies of the proposal be submitted after the electronic submission?

Answer # 11

Please see answer # 2 above.

Question # 12

Page 11 of the RFA provides content and the statement to include 10 past performance contracts, grants or cooperative agreements. Page 18 of the RFA states that "The quality of past performance based on assessment of 5-8 team/firm references submitted by the applicant for relevant past performance during the last three years". Could USAID clarify what is the maximum number of past performance references an applicant can submit for a multi-partner team?

Answer # 12

The maximum number of past performance references an applicant can submit for a multi-partner team is 8 as stated on Page 18 of the RFA. The reference on Page 11 of the RFA to include 10 past performance contracts is an error. Please see #3 above.

Question # 13

While USAID was quite specific in the criteria for applicants to use to select geographical regional priorities - page 20 says that applicants will work a maximum of 4 regions including the Casamance region for component four. Does this mean that the administrative regions included in the Casamance area should not be targeted or included as any of the four target regions for components 1-3?

Answer # 13

Applicants will select to work in a maximum of 4 regions including the Casamance region for all program components 1 to 4. While most of the work in component four will take place in the Casamance region, an antenna office is required in Dakar. See answer #5 above.

Question # 14

The cover letter to the RFA and C.5.1, Period and Place of Performance, state that the period of performance is 4.5 years ending 9/30/14, but C.1, Summary and Overview, states "approximately 5 years ending in 2015." Would USAID clarify the period of performance for this project?

Answer # 14

2015 is an error. The end period for this award is September 30, 2014 and the program will be less than 5 years. See answer #4 above,

Question # 15

Page 9 does not include a summary section (C.5.3.1) on Greater Transparency and Accountability. Was this section omitted?

Answer # 15

Section C.5.3.1 on Greater Transparency and Accountability was not omitted. It is described in some detail on Page 28 of the RFA. Section A.3 of the RFA applies only to selected specific technical application guidance and not to all of Section C.

Question # 16

Page 9 skips from C.5.3.4 (Casamance Peace Process Advanced) to C.5.4.2 (Youth). Was section C.5.4.1 omitted?

Answer # 16

Section C.5.4.1 was not omitted. It is described in some detail on Page 38 of the RFA. Section A.3 of the RFA applies only to selected specific application guidance and not to all of Section C.

Question # 17

Page 10 skips from C.5.5 (Program Options) to C.5.7 (Staffing Structure and Key Personnel). Was section C.5.6. omitted?

Answer # 17

Section C.5.6 was not omitted. It is described in some detail of Page 43 of the RFA. Section A.3 of the RFA applies only to selected specific application guidance and not to all of Section C.

Question # 18

Page 10 of the RFA states that "Applicants do not need to prepare any information at this time related to the Options described in the RFA; however, it would be helpful if applicants could very briefly mention in their application whether or not they have the institutional capacity to support the program options outside of Senegal." Page 42 of the RFA (C.5.5 Program Options) states that "Any interventions proposed would need to complement the efforts of the United Nations, European Union, and INL supported programs in Guinea Bissau." Could USAID confirm that no technical approaches/interventions or costing information should be proposed for either of the options? If this is not the case, could USAID provide further guidance?

Answer # 18

No technical approaches/interventions or costing need be proposed for the Options described in the RFA. Applicants should limit their comments as to whether or not they have the institutional capacity to support program options outside of Senegal in the options areas - Guinea-Bissau, the Gambia and Cape Verde.

END OF AMENDMENT # ONE