

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT				1. CONTRACT ID CODE		PAGE 1 OF 7 PAGES	
2. AMENDMENT/MODIFICATION NO. 1		3. EFFECTIVE DATE 06/11/2014		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)	
6. ISSUED BY USAID/Ghana/RAAO		CODE		7. ADMINISTERED BY (If other than Item 6) See 6		CODE	
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code) All Prospective Applicants				(X)		9A. AMENDMENT OF SOLICITATION NO.	
				(X)		RFA-641-14-000009	
				(X)		9B. DATED (SEE ITEM 11)	
				(X)		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, ☒ 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 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 your 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 ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

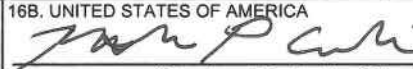
CHECK ONE	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.
☐	
☐	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, 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 _____ copies to the issuing office.

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

1. Page 5, Section IV.B insert: Applications are due to USAID by 1600 hours GMT on 07/07/2014.
2. Delete the line "Program Costs" from Annex C on Page 60 and Article:j. Program Costs" on page 62.
3. Attachment 1 Questions and Answers are addressed.

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) Matthew Cullinane	
15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA 	16C. DATE SIGNED 6/11/2014
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

Amendment 1

1. Can USAID clarify where the main project office should be located?

USAID has no preferences. The Applicant should identify a suitable location.

2. Can USAID provide more detail on how component 1 will be implemented, including if possible the mechanism and/or implementing organization?

Component 1 will be implemented by the Ghana Audit Service (GAS). GAS will conduct a performance audit of 50 randomly selected districts across Ghana. These performance audits will focus on capital projects assessing the degree to which districts have followed procurement rules in their planning, budgeting, contracting, etc. for capital projects. These audits will include an assessment of the impact of capital projects on beneficiaries.

3. Can you please confirm the project year that the Audits aim to be completed under Component 1?

The first year of the project.

4. Can USAID clarify the envisioned frequency for the citizen survey and local government survey that will be part of the impact evaluation?

The household surveys will be at baseline and endline. The local government surveys will be at baseline, midpoint and endline.

5. Can you please clarify if the GSAM project will be operating in all regions of the country or in a subset of regions?

The GSAM project will be implemented in a total of 150 districts in Ghana. These districts are spread across all Ghana's 10 regions. The social accountability component will be implemented in 50 districts, performance audits in a second set of 50 districts; and another 50 districts will serve as a control set for the impact evaluation.

6. Further to the question above, for the purposes of the impact evaluation, can USAID clarify if the 50 districts under Component 1 and the 50 districts under Component 2 will include paired districts from the same region?

The selection of the districts is random. This however implies that in some cases two, three or even four project districts, implementing components 1 and 2 activities may be selected from the same region.

7. Can you please clarify if the interventions under Components 1 and 2 will be taking place during the same time period?

Separate sets of interventions under components 1 and 2 may take place at the same time, especially in Year 1.

8. On page 46, the RFA states in regard to Component 1, “After a period of capacity building to be determined in collaboration with the GAS, regional teams of these newly trained staff will be tasked to conduct performance audits of 50 select MMDAs over the course of 11 months.” Would USAID consider allowing offerers to propose a different timeline in accordance with their Technical Approach?

Yes, but whatever is suggested should dovetail with GAS’ ability (and availability) to conduct the audits over a different time period than currently proposed by GAS.

9. Can USAID please confirm that the \$9,340,000 indicated on the cover page of the RFA is specifically allocated to fund Component 2 only?

This is correct. The total estimated cost for Component 2 is \$9,340,000.

10. We have the following related questions regarding grants funding for CSOs under Component 2:

a. Can you please provide a plug figure (or preferred amount) for the level of grants funding to CSOs anticipated under Component 2?

The Applicant should propose a reasonable figure based on the total budget for Component 2 of the project.

b. Does USAID have a preferred approach through which these grants are to be administered i.e. rolling APS, time bound open call, targeted?

USAID does not have a preferred approach.

11. Can USAID please provide a list of the 50 DAs for Component 1 and the 50 DAs for Component 2, in order to allow the applicant to properly budget for activities?

Selected districts are listed below:

#	Audit- Component 1	#	CSO- Component 2
1	Kassena-Nankana East	1	Garu- Tempene
2	Talensi Nabdam	2	Bawku West
3	Bongo	3	Nadowli
4	Lambussie Karni	4	Bole
5	Central Gonjo	5	Wa west
6	Nanumba North	6	East Gonja
7	Saboba	7	West Mamprusi
8	Jirapa	8	Zabzugu Tatale
9	Chereponi	9	Gushiegu
10	Savelugu Nanton	10	Tolon Kumbungu
11	Nanumba South	11	East Mamprusi-New
12	Binduri-New	12	Builsa South -New
13	Mamprugu Moaduri -New	13	Tatale Sangule-New
14	Dormaa East	14	Jaman North

15	Nkronza North	15	Ahafo Ano North
16	Tano North	16	Asunafo South
17	Atwima Mponua	17	Kintampo South
18	Pru	18	Atebubu Amentin
19	Nkwanta North	19	South Tongu
20	Tano South	20	Sunyani West
21	Atiwa	21	Birim North
22	Sefwi Wiawso -New	22	Nkwanta South
23	Jasikan	23	Agotime Ziope
24	Bia	24	Krachi East
25	Akatsi South	25	Amansie Central
26	Adansi South	26	Sekyere Central
27	Kwabre East	27	Afigya Kwabre
28	Bosome Freho	28	Sekyere East-New
29	Atwima Kwanwoma	29	Bosomtwe
30	Preatea Huni Valley	30	Adansi North
31	Ahafo Ano South	31	Ejura Sekyedumasi
32	Ellembele	32	Ahanta West
33	Juaboso	33	Sefwi Akontombra
34	Bibiani Anhwiaso Bekwai	34	Wassa Amenfi East
35	Kwahu East	35	Mphohor Wassa E
36	Akyemanse	36	Kwahu South
37	Akuapim North	37	Lower Manya Krobo
38	Awutu Senya	38	Suhum Kraboa Coaltar
39	Dangme East	39	Kwahu North
40	Assin South	40	Agona East
41	Gomoa East	41	Asikuma Odoben Brakwa
42	Upper Denkyira West	42	Abura Asebu Kwamankese
43	Asutifi South- New	43	Sene East-New
44	Dormaa West- New	44	Banda- New
45	Afadjato- New	45	Adaklu- New
46	Akatsi North-New	46	Ho West- New
47	Asante Akim North- New	47	Bodi- New
48	Denkyembour-New	48	Wassa Amenfi Central- New
49	Nandom	49	Akuapim South- New
50	Kpone Katamanso- New	50	Awutu Senya- East- New

12. On page 50 of the RFA, in the first bullet under Illustrative Activities, USAID states that “data will be made available to USAID/Ghana and to the impact evaluation team, preferably using Open Data Kit software”. Would USAID be open to considering other open source tools?

Yes.

13. Under Component 1, GAS will be conducting performance audits in 50 selected MMDAs. We have the following related questions:

Can you please confirm that these audits will result in a total of 50 reports during the 5 years of the GSAM project?

Yes. GAS will produce 50 performance audit reports only. Applicants should note that the performance audits will be a one-off activity and will not be conducted in each year of the project.

b. If so, can USAID please indicate how many reports are expected per year and when the first round of the reports will be ready for dissemination by GSAM?

See response above. The Applicant is expected to coordinate activities with the GAS. USAID however anticipates that the GAS reports will be ready for dissemination towards the end of the first year of the project, or just after the first year.

14. Would USAID expand the number of pages allowed for the annexes and allow the PMEP and Organizational Chart to be included as Annexes?

No.

15. On page 11, under section D.(a).2., there is a requirement for 1-Page Position Descriptions for Key Personnel and on page 14, under section D.(a).5., there is a requirement that the applicant submit a “list of all contracts, grants, or cooperative agreements involving similar or related relevant programs in size and complexity over the past three years. Can USAID confirm that the 1-page descriptions and the list of related projects can go in the Annexes?

Yes. The one-page descriptions and list of related projects can go in the annexes.

16. On page 61, Annex C-Budget Preparation Guidelines, it states under Subwards that sub-s may not be included. Is this optional.

Yes.

17. On page 60, Annex C-Budget Preparation Guidelines, the budget summary format includes a line item called “CRISIS MODIFIER”. However, this line item is not explained further in Annex C, and not seem to be mentioned elsewhere. Is this an option line?

Yes, it is optional.

18. When will the list of the 50 selected districts be made available to applicants?

See list of selected districts above.

19. Will the applicant also do any work in the other 50 districts to be handled by GAS?

Please refer to the Program Description in the RFA.

20. Must the COP be an expat or are local candidates also considered?

The Applicant may present an expatriate or local candidate for this position.

21. Is subgranting to the local CSOs whose capacity will be built during this project allowed?

Yes.

22. Can USAID please clarify which sections of the proposal towards the 30 and 50 page limits in the technical application?

The RFA section IV.D.a) is clear that technical application is 30 pages excluding the Annexes, and all inclusive it is 50 pages i.e. annexes should be 20 pages.

23. Can USAID please confirm that any annexes will not count towards the 50 page limit?

The RFA section IV.D.a) is clear that technical application is 30 pages excluding the Annexes, and all inclusive it is 50 pages i.e. annexes do count towards 50 pages.

24. Past Performance is included as both technical and cost evaluation criteria. Can USAID please confirm that we only need to submit PPRs as a technical annex?

Yes, Applicant should submit past performance references as a technical annex.

25. What is the period of performance for Component 1 of the Project?

Approximately one year.

26. Does USAID have any geographical preference of where the 50 target districts for Component 2 should be located?

See list of selected Component 2 districts above.

27. Can USAID please specify a closing time for application submission?

Applications are due to USAID by 1600 hours GMT of 07/07/2014.

28. Provide clarification regarding the recently posted cooperative agreement “Ghana Strengthening Accountability Mechanisms Project.” The most recent versions of the USAID Mission Procurement Forecast contained an anticipated contract titled the “Ghana Local Governance and Accountability.” After reviewing the posted RFA, we request clarification if the Ghana Strengthening Accountability Mechanisms Project is the same as the Ghana Local Governance and Accountability project, or if USAID intends to issue separate procurement. (NOTE: RAAO will respond to this question.)

For the purposes of the procurement forecast: the Ghana Strengthening Accountability Mechanisms Project is the same as the Ghana Local Governance and Accountability project.

29. Subawards: On page 12, USAID states:

“To the extent that any sub-awardees are Ghanaian institutions, the Applicant is requested to analyze, assess, and document capacity needs of such sub-awardees and to incorporate into its proposal actions to address these needs. Individual sub-awards are not limited in size but must comply with USAID guidelines for awards to non-profit organizations, private associations, and private sector concerns. **Question:** Does USAID expect to see a specific, or separate assessment of sub-awardee capacity or other detailed Grants Manual or would a description of the process be sufficient? (RAAO: let us know what you think here, Emmanuel).

At this point a description of the process will be sufficient.

30. Subawards: On page 12, USAID states: “In budgeting for such, the Applicant is encouraged to include a discussion of any intended sub-award program, including the process proposed for soliciting applications, making selection, awarding, and managing the sub-awards.” **Question:** Can USAID confirm that a ‘discussion’ would be narrative within the proposal describing our solicitation, awarding and grant management process or is there more level of detail that would be required? (RAAO can answer this but welcomes Emmanuel’s thoughts).

A ‘discussion’ should be a narrative describing solicitation, selection, award and grant management processes.

31. Will USAID be amenable to proposals that also incorporate specific outreach to men through targeted activities that focus on gender equality goals?

Yes, a holistic approach to equal gender participation is strongly recommended.

32. Is USAID/Ghana asking that this list be included as a separate tab of our Excel budget file? How long should each remark per budget line listed be? Is this “Remark” portion of this new tab obligatory?

Related Question:

By “Program Costs” on this list provided, is the amount to be derived from the budgeted numbers appearing above that line? That is, is it being added to the costs above before arriving at the total? Or is it stand-alone? There isn’t a “Total Direct Costs” line in the list; is this being replaced with the “Program Costs” line?

Via this modification this RFA is amended to delete the line “Program Costs” from Annex C on Page 60, and Article: “j. Program Costs” on page 62.