

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE K		PAGE 1 OF 5 PAGES	
2. AMENDMENT/MODIFICATION NO. 0003		3. EFFECTIVE DATE APRIL 12, 2002		4. REQUISITION/PURCHASE REQ. NO.		5. PROJECT NO. (If applicable)
6. ISSUED BY DEFENSE ENERGY SUPPORT CENTER 8725 JOHN J KINGMAN RD SUITE 4950 FORT BELVOIR VA 22060-6222 BUYER/SYMBOL – SHARON A. WARD/DOTTIE GHEEN PHONE - (703) 767-9550/9542			CODE SP0600	7. ADMINISTERED BY (If other than Item 6) CODE		
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code)				9a. AMENDMENT OF SOLICITATION NO. SP0600-02-R-0053		
				X 9b. DATED (SEE ITEM 11) MARCH 14, 2002		
				10a. MODIFICATION OF CONTRACT/ORDER NO.		
				10b. DATED (SEE ITEM 13)		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>						
<p>[X] 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</p> <p>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.</p> <p><b>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.</b> 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.</p>						
12. ACCOUNTING AND APPROPRIATION DATA (If required) N/A						
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.</b>						
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. <b>IMPORTANT:</b> Contractor [ ] is not, [ ] is required to sign this document and return <u>  </u> copies to the issuing office.						
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  <p style="text-align: center;">See Attached</p>						
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 OF CONTRACTING OFFICER GEORGE W. ATWOOD III		
15B. NAME OF CONTRACTOR/OFFEROR BY _____ (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED	

A. ACKNOWLEDGEMENT OF AMENDMENTS: ALL OFFERORS MUST ACKNOWLEDGE RECEIPT AND ACCEPTANCE OF ALL AMENDMENTS TO THE SOLICITATION. YOU MAY DO THIS BY SIGNING (BLOCKS 15 A, B AND C OF STANDARD FORM 30) AND RETURNING THE AMENDMENT OR BY WRITTEN ACKNOWLEDGEMENT OF RECEIPT AND ACCEPTANCE AS PART OF THE PROPOSAL SUBMISSION PACKAGE. ALSO, PLEASE BE CERTAIN TO IDENTIFY ANY EXCEPTIONS TO THE SOLICITATION'S TERMS AND CONDITIONS.

B. A CORRECTION HAS BEEN MADE TO THE BASE REFERENCE PRICE LISTING, THEREFORE CORRECT AS FOLLOWS:

1. CORRECT THE FOLLOWING REFERENCE POSTINGS AS ANNOTATED:

<u>LOCATION</u>	<u>STATE</u>	<u>LINE ITEM</u>	<u>CHANGE TO</u>
FT DETRICK	MD	235-55	BASE REF TO \$0.4448810

C. ATTACHED IS THE INDIVIDUAL SMALL BUSINESS SUBCONTRACTING PLAN FORM DESC-P 19.2 FOR USE BY LARGE BUSINESSES REQUIRED TO SUBMIT A SUBCONTRACTING PLAN.

D. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

**INDIVIDUAL SMALL BUSINESS SUBCONTRACTING PLAN**

OFFEROR:  (* Continue on separate sheets if necessary.)	Solicitation No: SP0600-02-R-0053 NOTE: If a plant or division-wide Master Plan is being incorporated by reference, place 'X' in box and complete Part I (A thru I) and Part IV only.  Date of Plan: (Copy of Master Plan and evidence of approval by the Government Contract Administration Office are required.)
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**PART I - SUBCONTRACTING GOALS:**

- A. Total dollars planned to be subcontracted: \$
- B. Total dollars planned to be subcontracted to small business concerns: \$
- C. Total dollars planned to be subcontracted to veteran-owned small business concerns: \$
- D. Total dollars planned to be subcontracted to HUBZone small business concerns: \$
- E. Total dollars planned to be subcontracted to small disadvantaged business concerns: \$
- F. Total dollars planned to be subcontracted to women-owned small business concerns: \$
- G. Percentage of total subcontracting dollars for the use of small businesses: %
- H. Percentage of total subcontracting dollars for the use of veteran-owned small businesses: %
- I. Percentage of total subcontracting dollars for the use of HUBZone small businesses: %
- J. Percentage of total subcontracting dollars for the use of small disadvantaged businesses: %
- K. Percentage of total subcontracting dollars for the use of women-owned small businesses: %

L Principle types of supplies and services to be subcontracted  
 (Indicate types of supplies & services planned for subcontracting to each subcategory of small business  
 (1) Small business (2) Veteran-owned small business (3) HUBZone small business (4) Small disadvantaged business and  
 (5) Women-owned small business concerns.) (\*):

M. Describe method used to develop these goals: (e.g. based on procurement history, available resources, etc.) (\*)

N. Were indirect costs included in establishing these goals? Yes  No

If Yes, describe the method used to determine proportionate share of indirect costs to be incurred with (1) small business concerns, (2) veteran-owned small business concerns, (3) HUBZone small business concerns, (4) small disadvantaged business concerns, and (5) women-owned small business concerns: (\*)

**PART II – SUBCONTRACTING PROCEDURES:**

A. Name of the individual who will administer the offeror's subcontracting program:  
 Include a brief description of this individual's duties:

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INDIVIDUAL SMALL BUSINESS SUBCONTRACTING PLAN (CONTINUED)

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B. Describe methods used to identify potential sources for solicitation purposes (indicate with an "X" those that apply):

- Existing company source lists
- SBA Procurement Marketing & Access Network (PRO-Net)
- SBA list of certified Small Disadvantaged Business Concerns
- National Minority Purchasing Council Vendor Information Service
- Dept. of Commerce Research and Information Division of the Minority Business Development Agency
- Small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business associations
- OTHER

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C. Describe methods used to assure that small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns have an equitable opportunity to compete for subcontracts:(\*)

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PART III SUBCONTRACTING PLAN MANAGEMENT:

Offeror certifies that the following procedures regarding management of this Subcontracting Plan will be enacted: (Indicate acknowledgment of compliance by annotating "X" in appropriate blocks.)

- A. Contractor will assist small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate participation by such concerns.
- B. Where lists of potential subcontractors are excessively long, Contractor will make a reasonable effort to give all small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns an opportunity to compete over a period of time.
- C. Contractor will provide adequate and timely consideration of the potentialities of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns in all "make or buy" decisions.
- D. Contractor will counsel and discuss subcontracting opportunities with representatives of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business firms.
- E. Contractor will provide notice to subcontractors concerning penalties and remedies for misrepresentation of of business status as small business, veteran-owned small business, HUBZone small business, small disadvantaged business, or women-owned small business, for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's Subcontracting Plan.
- F. Contractor will ensure that the clause entitled "Utilization of Small Business Concerns" (Latest Revision), contained in referenced solicitation, will be included in all subcontracts that offer further subcontracting opportunities, and that all large business subcontractors receiving a subcontract in excess of \$500,000
- G. Contractor will cooperate in any studies or surveys as may be required.
- H. Contractor will submit periodic reports in order to allow the Government to determine the extent of compliance by the offeror with this Subcontracting Plan.
- I. Contractor will submit Standard Form 294, Subcontracting Report for Individual Contracts and/or Standard Form 295, Summary Subcontract Report, in accordance with the instructions on the forms, or as provided in agency regulations.
- J. Contractor will ensure that subcontractors agree to submit Standard Form 294 and 295, as appropriate.

INDIVIDUAL SMALL BUSINESS SUBCONTRACTING PLAN (CONT'D)

PART III SUBCONTRACTING PLAN MANAGEMENT CONTINUED:

- K. Contractor will maintain the following types of records to demonstrate procedures that have been adopted to comply with the requirements and goals in this Plan. The records shall include at least the following on a plant-wide or company-wide basis, unless otherwise indicated:
- 1. Source lists (e.g., PRO-Net), guides, and other data that identify small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business concerns;
  - 2. Organizations contacted in an attempt to locate sources that are small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business concerns;
  - 3. Records of each subcontract solicitation resulting in an award of more than \$100,000; indicate--
    - a. Whether small business concerns were solicited, and if not, why not;
    - b. Whether veteran-owned small business concerns were solicited, and if not, why not;
    - c. Whether HUBZone small business concerns were solicited, and if not, why not;
    - d. Whether small disadvantaged business concerns were solicited, and if not, why not;
    - e. Whether women-owned small business concerns were solicited, and if not why not; and
    - f. If applicable, the reason why award was not made to a small business concern;
  - 4. Records of outreach efforts to contact (a) trade associations, (b) business development organizations, and (c) conferences and trade fairs to locate small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business sources;
  - 5. Records of internal guidance and encouragement provided to buyers through (a) workshops, seminars, training, etc., and (b) monitoring performance to evaluate compliance with the program's requirements; and
  - 6. On a contract-by-contract basis, supporting information for award data submitted by the Contractor to the Government, including the name, address, and business size of each subcontractor.

**PART IV**

\_\_\_\_\_  
OFFEROR'S SIGNATURE

\_\_\_\_\_  
TYPED Name and Title

\_\_\_\_\_  
Date

**PART V DETERMINATION OF ADEQUACY AND REQUEST FOR SMALL BUSINESS SPECIALIST'S REVIEW**

- The plan has been reviewed and determined adequate by the Contracting Officer. Request SBS.

\_\_\_\_\_  
CONTRACTING OFFICER'S SIGNATURE

\_\_\_\_\_  
TYPED Name and Title

\_\_\_\_\_  
Date

- Approval 2 levels above CO if SDB Goal is less than 5%:

\_\_\_\_\_  
TYPED Name and Title

\_\_\_\_\_  
Date

**PART VI SMALL BUSINESS SPECIALIST CONCURRENCE (If nonconcurrence, see attached rationale.)**

\_\_\_\_\_  
DESC-DU SMALL BUSINESS SPECIALIST

\_\_\_\_\_  
Date

PART VII CONTRACTING OFFICER'S APPROVAL BASED ON THE CONTRACTING OFFICER'S DETERMINATION OF ADEQUACY AND THE SMALL BUSINESS SPECIALIST'S CONCURRENCE, THE PLAN IS ACCEPTED.

\_\_\_\_\_  
CONTRACTING OFFICER'S SIGNATURE

\_\_\_\_\_  
Date