

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE K		PAGE 1 OF 2 PAGES	
2. AMENDMENT/MODIFICATION NO. 0002		3. EFFECTIVE DATE May 10, 2004		4. REQUISITION/PURCHASE REQ. NO. SP0600-04-1378		5. PROJECT NO. (If applicable)
6. ISSUED BY DEFENSE ENERGY SUPPORT CENTER 8725 JOHN J. KINGMAN ROAD, SUITE 4950 FT. BELVOIR, VA 22060-6222 BUYER/SYMBOL - TERESA BROOMER (DESC-AEP) PHONE: (703) 767-8549 FAX: (703) 767-8757 EMAIL : Teresa.Broomer@dla.mil P.P. 7.1 & 7.3			CODE SP0600		7. ADMINISTERED BY (If other than Item 6) SP0600	
8. NAME AND ADDRESS OF CONTRACTOR (NO., street, city, county, State, and ZIP Code) Phone: _____ Fax: _____ E-Mail: _____ DUNS: _____ Cage Code: _____ Bidder Code: _____				X		9a. AMENDMENT OF SOLICITATION NO. SP0600-04-R-0080
						9b. DATED (SEE ITEM 11) April 23, 2004
						10a. MODIFICATION OF CONTRACT/ORDER NO.
						10b. DATED (SEE ITEM 13)
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<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. 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.</p>						
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, [X] is required to sign this document and return <u>1</u> copies to the issuing office.						
SEE PAGE 2						
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remain unchanged and in full force and effect.						
15A. NAME AND TITLE OF SIGNER (Type or print)				16A. NAME OF CONTRACTING OFFICER ELIZABETH R. BRAXTON		
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

1. The purpose of this amendment is to incorporate DESC Form 19.3 entitled "Small Business Subcontracting Plan" into Attachment V of Solicitation SP0600-04-R-0080. DESC Form 19.3 is provided as an attachment to this amendment.
2. Prospective offerors are encouraged to periodically view the Solicitation on the DESC Natural Gas Home Page for changes, corrections, and additions.
3. The closing date and time for this solicitation remains unchanged: May 25, 2004 at 1:00 PM local time, Fort Belvoir, VA.

SMALL BUSINESS SUBCONTRACTING PLAN

Offeror name and address:	Date:
	Type of plan (check one): If Individual, supply solicitation number; if Commercial, supply effective period.
	<input type="checkbox"/> Individual _____ Solicitation number
	<input type="checkbox"/> Commercial _____ Effective begin date Effective end date

The following, along with any attachments, is hereby submitted as a Subcontracting Plan to satisfy the applicable requirements of Public Law 95-507, Public Law 99-661, and paragraph (d) of FAR Clause 52.219-9, Small Business Subcontracting Plan.

TERMS AND DEFINITIONS

The following terms and acronyms are used throughout this form:

- **Commercial Plan** – a subcontracting plan (including goals) that covers the offeror's fiscal year and that applies to the entire production of commercial items sold by either the company or a portion thereof (e.g. division, plant, or production line).
- **Individual Plan** – a subcontracting plan that covers the entire contract period.
- **SB** – Small Business concern
- **VOSB** – Veteran Owned Small Business concern
- **SD-VOSB** – Service-Disabled Veteran Owned Small Business concern
- **HUBZone** – Historically Underutilized Business Zone
- **SDB** – Small Disadvantaged Business concern
- **WOSB** – Women-Owned Small Business concern
- **Direct and Indirect Cost** – Overhead activities may be used to supplement direct charge activities. Contractors are encouraged to use indirect costs to meet goals when direct costs subcontracting opportunities are restrictive toward meeting established goals.

PART 1 – SUBCONTRACTING GOALS

A. Total dollars planned to be subcontracted: \$ _____

B. Dollars and percentages planned to be subcontracted to each of the SB concerns. Percentages should be expressed as a percentage of the total dollars planned to be subcontracted. The offeror shall include all subcontracts that contribute to contract performance.		Dollars	Percentage
	SB	\$	%
	VOSB	\$	%
	SD-VOSB	\$	%
	HUBZone	\$	%
	SDB	\$	%
	WOSB	\$	%

C. Description of principal types of supplies and services to be subcontracted to each of the SB concerns:

SB	
VOSB	
SD-VOSB	
HUBZone	
SDB	
WOSB	

SMALL BUSINESS SUBCONTRACTING PLAN

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

E. 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 each of the SB concerns:

SB	
VOSB	
SD-VOSB	
HUBZone	
SDB	
WOSB	

PART 2 – SUBCONTRACTING PROCEDURES

A. Individual who will administer the offeror's subcontracting program

(Reference FAR Part 52.219-9, Small Business Subcontracting Plan, (Para 9-11) for specific duties as they relate to the firm's subcontracting program and include additional duties the company has designated).

Name:
Title:
Phone:

Description of duties:

B. Indicate methods used to identify potential sources for solicitation purposes:

- Existing company source lists
- SBA Procurement and Marketing Access Network (PRO-Net)
- National Minority Purchasing Council Vendor Information Service
- Trade associations
- Federal government development centers such as DoD's Procurement Technical Assistance Center (PTAC), SBA's Small Business Development Center (SBDC) and Department of Commerce's Minority Business Development Center (MBDC)
- Other: _____

SMALL BUSINESS SUBCONTRACTING PLAN

C. Describe methods used to assure that SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns are provided an equitable opportunity to compete for subcontracts.

PART 3 – SUBCONTRACTING PLAN MANAGEMENT

The offeror certifies, by signature on this plan, that the following procedures regarding management of this subcontracting plan will be enacted and maintained. The contractor agrees to provide the following:

- (1) Assistance to SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate participation by such concerns.
- (2) Adequate and timely consideration of the potentialities of SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns in all "make or buy" decisions.
- (3) Counseling and discussion of subcontracting opportunities with representatives of SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns.
- (4) Emphasis on and notice to subcontractors of the penalties and remedies for misrepresentations of business status 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.
- (5) Assurance that the clause entitled "Utilization of Small Business Concerns" (latest revision), contained in the referenced solicitation, will be included in all subcontracts that offer subcontracting opportunities and that all large business subcontractors receiving a subcontract in excess of \$500,000 to adopt a subcontracting plan that complies with the requirements of this clause.
- (6) Preparation and submission of periodic subcontracting reports required (\$1,000,000 for construction of any public facility) to adopt a plan that complies with the requirements of the clause at FAR 52.219-9.
- (7) Assurances that the offeror will—
 - (a) Cooperate in any studies or surveys as may be required.
 - (b) Submit periodic reports in order that the Government can determine the extent of compliance by the offeror with the subcontracting plan.
 - (c) Submit the SF 295, Summary Subcontract Report, following the instructions either on the forms or as provided in agency regulations.
 - (d) Ensure that its subcontractors agree to submit the SF295.
- (8) Establishment and maintenance of records of solicitations and subcontract activity that include the procedures that have been adopted to comply with the requirements and goals in the plan; and a description of the efforts to locate SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns for subcontract awards; and at least the following records/information on a plant-wide or company-wide basis.
 - (a) Source lists (e.g., PRO-Net), guides, and other data that identify SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns.
 - (b) Organizations contacted in an attempt to locate sources that are SB, VOSB, SD-VOSB, HUBZone, SDB and WOSB concerns.
 - (c) Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating—
 - (1) Whether SB concerns were solicited, and if not, why not;
 - (2) Whether VOSB concerns were solicited, and if not, why not;
 - (3) Whether SD-VOSB concerns were solicited, and if not why not;
 - (4) Whether HUBZone concerns were solicited, and if not, why not;
 - (5) Whether SDB concerns were solicited, and if not, why not;
 - (6) Whether WOSB concerns were solicited, and if not, why not; and
 - (7) If applicable, the reason award was not made to a SB concern.

