

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. CONTRACT ID CODE J	PAGE OF PAGES 1   4
2. AMENDMENT/MODIFICATION NO. 0001	3. EFFECTIVE DATE 16-Mar-2023	4. REQUISITION/PURCHASE REQ. NO. W81G6630370072		5. PROJECT NO.(If applicable)
6. ISSUED BY U.S. ARMY ENGINEER DISTRICT, CHICAGO 231 SOUTH LASALLE STREET SUITE 1500 CHICAGO IL 60604-1437	CODE W912P6	7. ADMINISTERED BY (If other than item 6) <b>See Item 6</b>		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)		X	9A. AMENDMENT OF SOLICITATION NO. W912P623Q0002	
		X	9B. DATED (SEE ITEM 11) 06-Mar-2023	
			10A. MOD. OF CONTRACT/ORDER NO.	
			10B. DATED (SEE ITEM 13)	
CODE	FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer 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.				
12. ACCOUNTING AND APPROPRIATION DATA (If required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT 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 <input type="checkbox"/> is not, <input type="checkbox"/> 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.)  REFERENCE: REQUEST FOR QUOTATIONS NO. W912P623Q0002, "COMMUNICATION SKILLS WORKSHOP, GREAT LAKES LEADERSHIP DEVELOPMENT PROGRAM, TIER II"  A. SOLICITATION DUE DATE AND TIME: The due date for quotes for the referenced Solicitation is NOT EXTENDED by this Amendment. Therefore, quotes are due no later than 3:30 p.m. (Central Time), March 22, 2023.  -- THIS AMENDMENT CONTINUES ON THE FOLLOWING PAGES --				
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)		
		TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR  _____ (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA  BY _____ (Signature of Contracting Officer)	16C. DATE SIGNED  16-Mar-2023	

## SECTION SF 30 BLOCK 14 CONTINUATION PAGE

**The following items are applicable to this modification:**

SUMMARY OF CHANGES

**B. SECTION C – PERFORMANCE WORK STATEMENT has been modified. Tasks, Item #2 have been revised. Replace previously furnished with the revised Tasks, Item #2 in full text as follows.**

**Tasks:** At minimum, the Contractor will complete the following tasks:

1. The facilitators shall develop a proposed agenda and arrange a meeting with USACE prior to the workshop for discussion and approval of the agenda.
2. The LDPII participants will have prepared presentations on two topics prior to the training. USACE will provide the participants with the topics. The first presentation will be on insights gained for a leadership book selected by the participant (22 May 2023). The second presentation will cover what the participant learned from an interview with a leader (26 May 2023). Each presentation shall be filmed for use as a comparison to gauge the improvement in communication skills for each of the participants. The facilitator will provide necessary equipment for recording the presentations. Facilitators must evaluate the presentations and offer each individual feedback and constructive criticism.
3. The facilitators shall include training activities and discussions for the following categories: a) effective team communication; b) confident speaking and presentation skills; c) speech preparation; d) recommendations for communication with media representatives, e) impromptu speaking, and f) conflict resolution.
4. The facilitators shall actively evaluate participants' skills and provide constructive feedback throughout the training session.

**C. CONTRACTOR'S INQUIRIES:** By this Amendment No. 0001, the Chicago District, USACE provides its responses to Contractor's inquiries (SEE THE FOLLOWING).

Question 1. So that we are not redundant in topics these participants may have had previously, please provide any information that you can about the concepts/topics that were delivered in a similar workshop in Tier I of this Program.

**USACE Response Question 1. No additional information will be provided, please quote as shown.**

Question 2. What is the expected length of the preliminary and final presentations per participant (for our courseware planning purposes)?

**USACE Response Question 2. No additional information will be provided, please quote as shown.**

Question 3. Is this a new solicitation? If not, who is the Incumbent and what was the awarding price of the contract?

**USACE Response Question 3. Solicitation is a new requirement. No additional information will be provided, please quote as shown.**

Question 4. Will the Small Business set aside be further refined to SDVOSB?

**USACE Response Question 4. Please reference Section A – Solicitation/Contract Form, Procurement, paragraph B of this solicitation.**

Question 5. What are the GS grades of the participants?

**USACE Response Question 5. No additional information will be provided, please quote as shown.**

Question 6. How long have the participants been in government service (on average)?

**USACE Response Question 6. No additional information will be provided, please quote as shown.**

Question 7. What are the outcomes of the LDP-I so this iteration builds and reinforces the desired outcomes?

**USACE Response Question 7. No additional information will be provided, please quote as shown.**

Question 8. Clarification on the requirement: "d) recommendations for communication with media representatives"

**USACE Response Question 8. Please quote as shown.**

Question 9. Are we able to meet with the USACE team to discuss the agenda PRIOR to bid submission?

**USACE Response Question 9. USACE team are not able to meet with prior to quotation submission.**

Question 10. Is the training you're seeking specific to a particular program or are you looking for varying communication skills workshops for leadership development?

**USACE Response Question 10. No additional information will be provided, please quote as shown.**

Question 11. Is there an incumbent for this work? If so, what are the contract number and the contract value?

**USACE Response Question 11. Please See USACE Response Question 3 of this Amendment No. 0001.**

Question 12. Is there a budget for this solicitation? If so, what is the budget range?

**USACE Response Question 12. No additional information will be provided, please quote as shown.**

Question 13. Is sub-contracting is allowed?

**USACE Response Question 13. Please reference Section A – Solicitation/Contract Form, Procurement, paragraph B of this solicitation.**

Question 14. What is the estimated budget for this Scope of Work?

**USACE Response Question 14. No additional information will be provided, please quote as shown.**

Question 15. “The LDPII participants will have prepared presentations on two topics prior to the training”. Who will be deciding on the two topics – Facilitator or USACE?

**USACE Response Question 15. Please see revised Tasks, Item #2 of this Amendment No. 0001.**

Question 16. Do we understand that the three documents identified in Section A, paragraph D are the only documents you request at this time?

**USACE Response Question 16. Please quote as shown and reference Section A – Solicitation/Contract Form, Procurement, paragraph D.**

Question 17. Do we need to submit any information with this quote that demonstrates our capability and responsibility to execute the contract, if awarded? For example, Past Performance Questionnaires, Capabilities Statement, and references.

**USACE Response Question 17. Please quote as shown.**

Question 18. I am reaching out to clarify instructions on RFQ #W912P623Q0002; Page 57 Instructions to Offerors item (10) states that past performance information is required when included as an evaluation factor. Can the government please confirm that no past performances are required as part of the submission?

**USACE Response Question 18. Please quote as shown and reference Section A – Solicitation/Contract Form, Procurement, paragraph D.**

**D. Point of Contact (POC):** Ericka Hillard at (312) 846-5378; email: ericka.d.hillard@usace.army.mil and Miriaha Sigmon at (502) 315-6852; email: miriaha.d.sigmon@usace.army.mil.

END OF AMENDMENT NO. 0001

**FOR THOSE WHO HAVE ALREADY SUBMITTED QUOTES AND THOSE WHO WILL BE SUBMITTING QUOTES, PLEASE ENSURE THAT YOU ACKNOWLEDGE THIS AMENDMENT BY SUBMITTING SIGNED COPIES TO MS HILLARD AT THE EMAIL ADDRESS PROVIDED HEREIN. THIS MUST BE ACCOMPLISHED TO BE CONSIDERED RESPONSIVE TO THIS SOLICITATION.**