

Solicitation Number: USCA-08-R-0008  
Bankruptcy Noticing Center Solicitation  
Amendment 0003

Questions and Answers are on pages 2 - 4.  
Amended Sections of the Solicitation are on pages 4 - 5.

The following questions were received in response to the Amendment #0001 of the subject solicitation. An answer is directly below each question and indicates whether the RFP has been amended as a result of the question. For the purpose of clarity, repetitive and/or related questions were combined into one question and answer.

1. Follow-on question to question #51 regarding Attachment J-20 - Please explain what the term "Redundant Notice" means?

Answer: See Section C.2.2, Current Electronic Bankruptcy Notice Processing by the Bankruptcy Noticing Center Contractor.

2. The answer to question #24 in Amendment 0001 is revised, and the question and revised answer read as follows:

24. Section C.2.2.1 discusses EDI notices and points to Attachment J-5, which discusses the EDI format and how to interpret field values in the EDI. Attachment J-10.1 mentions briefly the data section in an EDI file, and mentions that it has property codes in it. Is there a mapping specification to convert CM/ECF property codes to EDI?

**Answer: The Government provided the incumbent contractor with the technical specifications for converting CM/ECF EDI property codes to EDI. The Solicitation is amended to include the CM/ECF EDI Property Codes as Attachment J-27. The incumbent contractor has maintained and updated those specifications. The current EDI system employs the ANSI X12 175 Court Notice Transaction Set. Refer to [www.noticingcenter.com](http://www.noticingcenter.com) under EBN / EDI for additional information about EDI. Upon contract award, the updated technical specifications will be provided to the Contractor.**

3. The answer to question #29 part (3) in Amendment 0001 is revised to correct the number of districts, divisions, and/or judges currently having access to modified forms. The question and revised answer read as follows:

29. C.5.1.1.2 Support of Stored Forms: (1) Will the Government provide the existing stored forms to the successful bidder? (2) What is the format and/or program used to maintain the current forms? (3) How many districts, division, and/or judges

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currently have modified forms?

- Answer: (1) The Government will provide the existing stored forms to the successful Offeror.  
(2) The Government will provide Adobe PDF-formatted versions of court-stored forms after award.  
**(3) Fifty (50) districts use stored forms. Out of those 50 districts that use stored forms, there are approximately 20 customized forms that include additional modifications for office, judge, or chapter.**

The RFP is amended at C.5.1.1.2.

4. Follow-on Question to #44 regarding F.2 and F.5; Because the phase-in period is 150 days before contract start (a) do the Courts expect the Contractor to start producing notices during the phase-in period and are the notices billable or (b) is the Government anticipating a high-risk cutover of notice production on Day one (1) of the contract.

Answer: Offerors are encouraged to recommend and propose an innovative Phase-In Plan that will not put the BNC program at risk but will make the transition seamless. Therefore, offerors should propose the most reasonable solution to accomplish this. Should the offeror propose a staggered phase-in plan that would result in gradually taking over responsibility and notice production from the incumbent contractor prior to October 1, 2008, the offeror's Year One Unit Pricing shall apply.

If deemed in the best interest of the Government, an extension of the current contract not to exceed six months may be exercised under FAR 52.217-8, Option to Extend Services.

5. Follow-on Question to #52 regarding Attachment J-21.10; will a new baseline be established if a new contractor is selected for award and will the comparison be made against that new baseline? If a new baseline is not established, please explain how the current contractor's baseline is calculated and how each Postage Saving Report is calculated.

Answer: Yes, the baseline will be the Contractor's approach that meets the requirements for maximizing postal savings. Additional savings shall be reported on the Postage Savings Report as the Contractor makes enhancements or other modifications during the life of the Contract. During the Phase-In period, the Contractor will develop and submit proposed report formats, including the postage savings report,

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for Government approval. See C.6.2.1.1.

### **Amended Sections of the Solicitation**

Resulting from the questions and answers, the Sections **C and J** of the solicitation are amended as follows.

### **Section C**

#### **C.6.2.1.1. Phase-in Period**

Section C.6.2.1.1., paragraph 2, item 4 is amended to read as follows:

4. Develop and submit any required deliverable, including proposed report formats for approval;

Accordingly, Section C.6.2.1.1., Paragraph 2 is amended to read as follows:

Should a new Contractor be selected for award, the Government will coordinate with the incumbent Contractor to facilitate the transition of all appropriate data and databases.

During the phase-in period, the Contractor shall, at a minimum:

1. Establish the project management office that will support performance for the life of the contract;
2. Recruit and hire necessary personnel;
3. Obtain all required certifications, licenses and clearances, including personnel background checks, if applicable;
4. Develop and submit any required deliverables, **including proposed report formats for approval;**
5. Attend post-award meetings as required; and,
6. Accomplish any training to support the functions listed in the contract.

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**Section J**

Attachment 27 entitled CM/ECF EDI Property Codes is added and will be posted at FedBizOpps as a separate attachment.

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