The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers is 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 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.

The purposes of the Modification #01 are to:
1) modify Section B.8 Cancellation Ceiling on page 9;
2) modify Section L.7(c) on page 64;
3) modify Section L.7(d) Management Plan on page 67;
4) modify Section L.7(d) Draft Activity Monitoring and Evaluation Plan (AMEP) on page 68;
5) modify Section L.8(b), paragraph (A) Salary and Wages on page 71;
6) modify Section J to add attachments;
7) answer the questions;

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.

R. Clark Pearson  
Contracting Officer

[Signature of person authorized to sign]  
[Signature of Contracting Officer]  

STANDARD FORM 30 (REV. 10-83)
To All Offerors:

From: USAID/Central Asia Regional Mission
      Acquisition and Assistance Office
      Park Palace Building
      41, Kazibek Bi Street
      Almaty, Kazakhstan 050010

Date: March 11, 2015

Subject: Modification No. 1 to RFP No. SOL-176-15-000006
Community and Municipal Governance Initiative

The purpose of this Modification is to incorporate changes in the RFP and provide questions and answers for the subject RFP. Accordingly, the changes are as follows:

1. **Delete** the first paragraph of B.8 Cancellation Ceiling on page 9:

   CLIN 0001 is considered non-severable, and is therefore a multi-year contract as defined in FAR 17.103. Therefore, this contract is subject to the requirements of FAR 17.106.

   **Replace with:**

   CLIN 0001, CLIN 00002, CLIN 0003 are considered non-severable. The contract is, therefore, a multi-year contract as defined in FAR 17.103. Therefore, this contract is subject to the requirements of FAR 17.106.

2. **Delete** Section L.7 (c) on page 64:

   (a) The following documents are not included in the page limitation. No other annexes will be accepted. No material may be incorporated in the proposal by reference, attachment, appendix, etc. to circumvent the page limitation. Pages that exceed the page limitation will not be evaluated.

   - Cover page
   - Executive Summary
   - Table of contents
   - Key personnel resumes
   - Staffing Organogram
   - Bio-data sheets
   - Letters of Commitment
   - Dividers
   - 5-year Activity Management Plan
   - 5-year Implementation Plan (including the initial list of commodities in F.5.1)
   - Activity Monitoring and Evaluation Plan
   - Past Performance References
   - List of acronyms

   **Replace with:**
c) The following documents are not included in the page limitation. No other annexes will be accepted. No material may be incorporated in the proposal by reference, attachment, appendix, etc. to circumvent the page limitation. Pages that exceed the page limitation will not be evaluated.

- Cover page
- Executive Summary
- Table of contents
- Key personnel resumes
- Staffing Organogram
- Bio-data sheets
- Letters of Commitment
- Dividers
- Activity Monitoring and Evaluation Plan
- Past Performance References
- List of acronyms
- References for proposed key personnel
- Performance in Using Small Business (SB) Concerns
- Branding Strategy
- Marking Plan
- Year One Work Plan

3. Delete the last paragraph of Management Plan, Section L.7 (d) on page 67:

The offeror must include as part of the Management Plan a Year One Work Plan describing the proposed tasks and milestones to accomplish the performance objectives of the SOO, including a demonstrated ability for timely mobilization, identification of initial target LSGs, and rollout of initial assistance to these LSGs. The work plan will (1) propose suggested activities by performance objective (2) propose any additional performance indicators with targets (3) propose annual targets for the USAID indicators, and (4) summarize major activities and milestones during the first year of the award including responsible personnel, and a timeline for major activities. The work plan should show a realistic timing and sequencing of key activities and project milestones, demonstrating feasibility to implement their technical approach and achieve results within the first year.

Replace with:

The offeror must include as part of the Management Plan a Year One Work Plan describing the proposed tasks and milestones to accomplish the performance objectives of the SOO, including a demonstrated ability for timely mobilization, identification of initial target LSGs, and rollout of initial assistance to these LSGs. The work plan will (1) propose suggested activities by performance objective; (2) summarize major activities and milestones during the first year of the award including responsible personnel, and a timeline for major activities. The work plan should show a realistic timing and sequencing of key activities and project milestones, demonstrating feasibility to implement their technical approach and achieve results within the first year.

4. Delete Section L.7 (d), subparagraph Draft Activity Monitoring and Evaluation Plan (AMEP), bullet 4, on page 68:

- For each indicator, the draft AMEP must clearly identify data sources, frequency of data collection, collection methods, the party responsible for data collection, baseline information, and annual targets for each country.

Replace with:

- For each indicator, the draft AMEP must clearly identify data sources, frequency of data collection, collection methods, the party responsible for data collection, baseline information, and annual targets for the Kyrgyz Republic.

5. Delete the second paragraph of (A) Salary and Wages on Page 71: “Salaries and wages must be based on the requirements of the positions proposed and NOT on the proposed individuals’ salary histories. A daily rate for each proposed position, the work days required for the position and then the corresponding total salary per year. Direct salaries and wages for long-term and short-term expatriate staff as well as home office support staff must not exceed
Contractor Salary Threshold (CST) in the amount of $648.48/day. Salaries for long-term and short term CCN staff must not exceed a threshold as specified in Local Compensation Plan (LCP).

Replace with: “Salaries and wages must be based on the requirements of the positions proposed and NOT on the proposed individuals' salary histories. A daily rate for each proposed position, the work days required for the position and then the corresponding total salary per year. Direct salaries and wages for long-term and short-term expatriate staff as well as home office support staff must not exceed Contractor Salary Threshold (CST) in the amount of $648.85/day. Salaries for long-term and short term CCN staff must not exceed a threshold as specified in Local Compensation Plan (LCP).”

6. Modify Section J, add/replace the following attachments:

- J.7 Budget Template Mod 01 8 pages
- J.10 Local Compensation Plan Kyrgyzstan 1 page
Annex 1 – Questions and Answers

1. For budgeting purposes, could USAID please provide the anticipated start date for this activity?
   Answer: October, 2015.

2. Please confirm that a full-page chart or graphic will not be counted against the page limit for the technical proposal.
   Answer: All graphics and charts included in the technical proposal will be counted against the page limit. No annexes or supplemental information provided outside of the technical proposal and the list found in L.7(c) will be evaluated as part of the overall technical proposal.

3. Section F.5.1 (pages 14-15) refers to submission of annual work plans that will guide project implementation, but does not specify when the first annual work plan must be finalized. Please confirm that the first annual work plan should be finalized within 45 days of award – the same timeframe as the initial list of commodities to be purchased.
   Answer: The work plan must be submitted with the proposal and will be accepted at contract award.

4. Attachment J.3 of the RFP (page 50) includes SF LLL—Disclosure of Lobbying Activities; however, this form is not listed as a required proposal element within Section L. Could USAID please confirm that SF LLL is not required for this proposal?
   Answer: All offerors are required to sign SF LLL – Disclosure of Lobbying Activities.

5. Attachment J.4 of the RFP (page 50) includes a Model Subcontracting Plan Outline – Identification Data; however, this form is not listed as a required proposal element within Section L. Could USAID please confirm that a subcontracting plan is not required for this proposal?
   Answer: This outline is provided for potential offerors as a guide but is not required.

6. Attachment J.10 of the RFP (page 50) includes a Local Compensation Plan Kyrgyz Republic, which appears to have been omitted from the listing on www.fbo.gov. Could USAID please provide a copy of this attachment?
   Answer: The Local Compensation Plan for Kyrgyzstan is enclosed.

7. Section L.3 (page 61) states, “The Government contemplates one or more Cost Plus Fixed Fee completion contract resulting from this solicitation”. Could USAID please clarify whether the $9.5 to $10 million anticipated ceiling would apply to each award or the total of all awards?
   Answer: The $9,500,000 - $10,000,000 anticipated ceiling would apply to the total of all awards.

8. Section L.5(d)(3) (page 62) includes, “Submission of the proposed delivery dates and Fee schedule as specified in Section F of this RFP,” as a required element for proposal compliance. Since Section F.6.1 (pages 18-19) includes a detailed Deliverables, Delivery Schedule and Fixed Fee Payment Schedule, could USAID please confirm that only Offerors who propose alternate deliverables and/or an alternate Fee Payment Schedule are required to submit this item with their proposals?
   Answer: Confirmed, offerors need only to submit proposed revisions. If no revisions are proposed, the offeror may simply note this fact in their budget narrative.

9. Section L.6(b) (page 63) lists Microsoft Office and/or WordPerfect as acceptable file types. To facilitate the submission of signed documents, please confirm that Offerors also may submit proposal sections in Adobe Acrobat (pdf).

   5
Answer: Yes, PDF documents are acceptable for submission. Budget must be submitted also in Excel format unprotected with visible formulas. If formulas are not used for calculations or the formulas are not unprotected and visible the cost proposal may be deemed to be unresponsive to the requirements of the RFP.

10. Section L.7(c) (page 64) lists Bio-data sheets as a technical proposal item outside the page limitation. Since biodata sheets include cost and pricing information, could USAID please confirm that they should be submitted only as part of the cost proposal?

Answer: Confirmed. Bio data sheets should be submitted as a part of the cost proposal.

11. Section L.7(c) (page 65) refers to a 5-year Activity Management Plan as an annex to the technical proposal. This item is not referred to again in Sections L or M. Could USAID please clarify the specific requirements for this item?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. Please note that the “Activity Management Plan”, which most likely referred to the “Management Plan”, has been removed from the exclusion list as the Management Plan is part of the Technical Proposal. As such this is now included in the 30 page limitation. Offerors may summarize their Year One Work Plan within the proposal’s Management Plan and include a full Year One Work Plan as an annex. The Year One Work Plan is added to the list of annexes excluded from the page limit. Implementation Plan has been replaced by Branding Strategy and Marking Plan.

12. Section L.7(c) (pages 64-65) refers to several items that are to be attached to the technical proposal as annexes, and states that “no other annexes will be accepted.” Please confirm that the following items, which are not included in this list, but which are referred to elsewhere in Section L as required annexes, may be submitted and will be evaluated:

- References for proposed key personnel (L.7(d) “Personnel,” page 66)
- Performance in Using Small Business (SB) Concerns (L.7(d), pages 68-69)
- Environmental Compliance (L.7(d), page 70)
- Branding & Marking Plans (L.9, page 75)

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006.

13. Please confirm that Offerors may submit a full-page table summarizing the qualifications of proposed personnel (key, long- and short-term experts) that is excluded from the page limit for the technical proposal.

Answer: USAID only evaluates the qualifications of key personnel. Therefore, such information must be addressed in the resumes or in a portion of the technical proposal.

14. Section L.7(d) (“Management Plan,” page 67) states, “The offeror must provide a chart delineating the qualifications, the roles and responsibilities of anticipated short term technical assistance (STTA) positions for each performance objective.” Please confirm that this chart may be attached as an annex to the technical proposal.

Answer: Please see response to Question 2.

15. Please confirm that all information requested under Section L.7(d) “Contractor Past Performance Information,” pages 68-70) may be submitted as part of the annex for Past Performance References listed on page 65.

Answer: Correct.

16. Section L.8(b)(vii)(B) (page 71) states, “Any consultants that are not employees of the offeror are considered subcontractors under the FAR”. Could USAID please confirm that individual consultants are not subject to the authorized geographic codes of 937 and 110?
17. Section L.8(b)(viii) (page 73) requests (a) salary ranges for all professional staff and (c) a compensation plan for CCN and TCN. Could USAID please clarify the difference between (a) and (c)?

Answer: Often organizations have different pay scales between US and foreign staff. USAID requests all pertinent information regarding salaries and benefits for all forms of employees. Organizations must provide this relevant information for all employees. If (a) and (c) are completely redundant then the offeror need only submit one.

18. Section L.7(c) (page 65) lists both a 5-year Activity Management Plan and a 5-year Implementation Plan as annexes to the technical proposal. Section L.7(d) ("Management Plan," page 67) refers to a Year One Work Plan. Could USAID please clarify the relationship between these three items?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

19. The RFP (Section L.7(d) and M.3.3 – pages 67 and 77) requires the Offeror to submit a detailed Year One Work Plan that includes activities, indicators, targets, milestones, responsible personnel, a timeline of tasks, and the initial list of commodities to be purchased. Given the amount of detail requested, please confirm that the Offeror may summarize their Year One Work Plan within their proposal’s Management Plan, and attach the detailed Work Plan as an annex.

Answer: Offerors may summarize their Year One Work Plan within the proposal’s Management Plan, and include a full Year One Work Plan as an annex. The Year One Work Plan is added to the list of annexes excluded from the page limit.

20. May offerors adapt the attachment found in J.2 to include those items listed on page 68, under Contractor Performance Information, that are not already part of the Past Performance Questionnaire or would USAID prefer to have a separate sheet that includes the information indicated in (a).2.?

Answer: USAID would prefer a separate sheet which is not included in the page limitation.

21. The RFP references “legitimacy-effectiveness gaps” in attachment J.1, Section L.7, and section M.3. Given that this term is a critical part of the program objectives and evaluation criteria, could USAID offer a more detailed description of how it defines this gap?

Answer: USAID looks forward to offeror’s interpretation.

22. Sections L.7 and M.3 of the RFP state that offerors will propose a LSG Site and Service Selection Strategy as a basis for prioritizing USAID assistance to those LSGs with the most significant legitimacy-effectiveness gap according to the LSG Performance Assessment Tool. Should offerors assume from this statement that the Performance Assessment Tool is to be finalized prior to implementing the Site and Service Selection Strategy?

Answer: As this is a Statement of Objectives, USAID expects offerors to determine their most effective approach.

23. The Good Governance and Public Administration Strengthening (GGPAS) Project Summary of Achievements states that the Union of Local Self Governments conducted a series of assessments in six pilot municipalities during the period of December 8-14, 2014 on the “23 issues of local significance”. In order to ensure equal opportunity to all offerors, would USAID consider providing a copy of the assessment?

Answer: The GGPAS Summary of Achievements which was posted to the USAID website at is outdated. Please refer to http://www.usaid.gov/sites/default/files/documents/1861/GGPAS%20Program%20Update_March%2C%202015.pdf for up to date information on the GGPAS’s Quarterly Program Highlights. The local self-government activity referenced in the Quarterly Program Highlights is being supported on behalf of a host country partner.
defined its goals and purpose independent of the Performance Objectives defined by USAID in this RFP. While the GGPAS activity was originally intended to be completed in time for any USAID-funded findings to be shared as part of this solicitation, the GGPAS activity’s methodology is still being developed and, as such, there will be no findings prior to the close of this solicitation.

24. Section L.8.(K)(b) the RFP states that the cost proposal must include a Pay Scale for short term consultants with the proposed level of expertise required for the position. Given that consultants’ daily rates vary considerably, would USAID consider either naming of specific consultants and/or a lump sum for STTA over the life of the contract?

Answer: The salaries for the consultants must be proposed in accordance with a pay scale of an offeror, its policies and procedures, biodata sheet of the staff, and current market rates for particular type of work or all consultants can be identified with specific rates. Lump sum payments are not sufficient to determine the fairness and reasonability of the proposed cost.

25. In Section L.8.(d) of the instructions for preparation of the cost proposal, offerors are asked to submit a copy of their policies and procedures. May offerors with prior USAID contracting experience be exempt from submitting their personnel policies and procedures?

Answer: All offerors are required to submit a copy of their policies and procedures.

26. Section L.7 on page 67 states that “the offeror must include as part of the Management Plan a Year One Work Plan.” Would USAID please confirm that the Year One Work Plan may be included in the annex?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

27. The discussion of AMEP requirements in Section L.7 on page 68 indicates that offerors are to provide “annual targets for each country.” The remainder of the RFP implies that CAMI will be implemented only in the Kyrgyz Republic. Would USAID please confirm that these annual targets apply only to the Kyrgyz Republic.

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. Annual targets apply only to the Kyrgyz Republic.

28. Section L.7 on page 65 indicates that offerors should include a 5-Year Activity Management Plan, as well as a 5-Year Implementation Plan that includes the deliverables listed in Section F.5.1. Would USAID please (1) provide guidance on what each should contain and (2) clarify the differences between these two documents?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

29. To address the Contractor Past Performance Information requirements listed in Section L.7 on page 68, are offerors permitted to submit completed USAID Contractor Performance short-forms (OMB No. 9000-042)?

Answer: In order address the Contractor Past Performance Information requirements, please use attachment J.2 Past Performance Template.

30. Would USAID please clarify if the Past Performance Template (Attachment J.2) is to be included in the offeror’s proposal for USAID to send to the contact, or sent directly to the contact by the offeror?

Answer: The Past Performance Template (Attachment J.2) should be sent directly to the contact by the offeror.

31. Section L.7 on page 70 requires the offeror to include its commitment to achieving environmental compliance and management. Would USAID please confirm that it will be exempt from the page limit?
Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. Environmental Compliance is a part of the technical proposal.

32. Section L.7 on page 69 does not indicate the definition of “recent” in the discussion of providing small business subcontracting reports. It states “[CO to establish the timeframe for ‘recent’ while keeping in mind that the number of reports could be significant over an extended period of time.]” Has the CO established this timeframe yet? If so, how does he define “recent”? If not, when does he plan to define it? In our case, submitting all of our SF 294s, as this provision would seem to require, could result in submission of thousands of pages of additional documents to USAID along with our proposal. Would the 10 most recent and relevant SF 294s suffice?

Answer: The 10 most recent and relevant will suffice.

33. Section L.8(b)(vii) on page 70 states that “cost proposals not using the supplied budget templates or that do not comply with these instructions can be considered unresponsive to the RFP.” Would USAID please confirm whether the component cost tab in the budget template is required?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. The component cost tab is required but has been updated to modify the components to align with the 3 objectives. Please use the revised budget template.

34. Section L.8(b) on page 71 states that the Contractor Salary Threshold (CST) is $648.48. Using the current annual CST of $168,700 with an assumption of 260 working days in a year, would USAID please confirm that the daily rate is $648.85?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. USAID Contractor Salary Threshold is $648.85 per day ($168,700 annually) as of January 2015.

35. Section M.3.1 on page 77 indicates that USAID would like the LSG Site and Service Selection Strategy to describe how offerors will select a “representative sample” of local self-governments. In this context, that term may have several meanings. Does USAID intend for offerors to work with a small subset of local self-governments that reflect the same characteristics in the same proportions as the entire population of local self-governments? For example, X% of rural local self-governments, Y% of urban local self-governments, Z% in the Fergana Valley, etc. Or may offerors choose to define the sample in a way that may not be statistically representative, but would provide the most return on USAID’s investment in the sector?

Answer: Offerors must determine their most effective technical approach.

36. On page 9, Section B.8 indicates that CLIN 0001 is non-severable, but CLINs are not referenced elsewhere in the RFP. Would USAID kindly clarify what, if any, CLINs are to be used in the preparation of the proposal and provide further detail on the non-severable CLIN 0001?

Answer: Please see changes in the Modification #1 to the RFP SOL-176-15-000006. Please use the revised budget template.

37. On page 63, with reference to Section L.6(b), given the potential size of both the technical and cost proposals, may the offeror submit in PDF format rather than in Word?

Answer: The technical proposal may be submitted in PDF, whereas a budget, which is a part of the cost proposal, must be submitted in Excel.

38. On page 64, with reference to Section L.7(c), may the offeror include a transmittal letter as a non-counting page of the proposal?

Answer: The cover page is excluded from page limitation of a technical proposal.
39. Pages 64-65 include the following plans among the list of non-counting pages:
   - 5-year Activity Management Plan
   - 5-year Implementation Plan (including the initial list of commodities in F.5.1)
   - Activity Monitoring and Evaluation Plan.

   Please confirm that the first and third are redundant, and the first can be deleted.

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

40. The list of non-counting pages on Pages 64-65 does not include a draft assessment tool. May the offeror submit the draft assessment tool as an annex that does not count towards the page limit?

Answer: This is a part of the technical proposal and is included in the 30-page limitation.

41. On Page 67, the last full paragraph describes the Work Plan as including “(2) additional performance indicators with targets (3) annual targets for USAID indicators.” Would USAID omit these two requirements, so that indicators and targets are only included in the AMEP, not repeated in the Work Plan?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. Offerors should submit performance indicators and annual targets as part of the draft AMEP. Performance indicators and annual targets are not required as part of the Year One Work Plan.

42. Page 67 and 77 state a Year One Work plan is required, but Page 65 lists a Five Year Implementation Plan among the non-counting pages. Please clarify which is required, and confirm it can be included among non-counting pages.

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

43. On page 69, with reference to Performance Using Small Business Concerns (d)(3)(B), the timeframe for “recent” subcontract reports was not specified, but left “TBD”. Please specify. In addition, given the large number of subcontract reports that may not have been submitted to the eSRS, may the offeror provide with the proposal five of the most recent, relevant reports?

Answer: The 10 most recent and relevant will suffice.

44. What is the target number of LSGs to be assisted through CAMI?

Answer: The offeror’s technical approach must address this issue.

45. Please clarify if USAID expects CAMI to focus on AOs, AKs and raion-level cities or whether Oblast-level cities are also included.

Answer: See response to question 44.

46. We request USAID to set an exchange rate for the cost proposal to ensure comparability across different bids.

Answer: A budget must be submitted in US dollars, but USAID also requires that offerors note the exchange rate used in their calculations in their budget narratives.

47. Section L.7. Performance Work Statement, Page 66. Under the Local Self-Government Site and Service Selection Strategy, USAID indicates that Offerors will identify “the LSGs with the most significant legitimacy-effectiveness gaps serving as a basis for prioritizing USAID assistance to those LSGs.” Please confirm:
a) That USAID expects the successful Offeror to gauge the legitimacy-effectiveness gap for LSGs nationwide?
b) That is acceptable for Offerors to propose to work with LSGs who have a range of performance-legitimacy gaps, but that technical assistance will focus on topical areas where that gap is largest?

Answer: USAID used the Statement of Objectives format to give offerors more control over their technical approach. As such, it is up to each offeror to determine the most effective approach.

48. Section L.7, Management Plan, Page 67. Please confirm that the Year 1 Work Plan is not included as part of the 30 page limit?

Answer: Please see changes in the Modification #1 to the RFP SOL-176-15-000006. See response to Question 11 above.

49. Section L.7, Instructions for the Preparation of the Technical Proposal, Pages 65, 67. The list of documents excluded from the 30 page limit (p. 65) includes a 5-year Activity Management Plan and the narrative covering the Management Plan (p.67) requires a Year One Work Plan. The Year One Work Plan is to include additional performance indicators with targets, annual targets for USAID indicators and a summary of major activities and milestones during the first year of award.

- Please clarify the expected outputs of a 5-year Activity Management Plan and its relationship to the Year One Work Plan?
- The requirements for the Year One Work Plan seem to overlap with content in the AMEP. Could USAID please clarify the expected content of the Work Plan?
- Does USAID expect that the Year One work Plan will be a monthly plan?

Answer: Please see changes in the Modification #1 to the RFP SOL-176-15-000006. See response to Question 11 above.

50. Section L.7, Instructions for the Preparation of the Technical Proposal, Page 68. “For each indicator, the draft AMEP must clearly identify data sources, frequency of data collection, collection methods, the party responsible for data collection, baseline information, and annual targets for each country.”

- The LSG Performance Assessment Tool is to be developed with counterpart input and used - in part - to select LSGs that will receive CAMI technical assistance. Until that evaluation and identification of recipients with counterpart input is completed, developing baseline data and annual targets for indicators directly related to specific LSGs is not feasible. Consequently, will USAID consider removing the requirement to include baseline and annual target data for indicators in offerors draft AMEPs?

Answer: Baseline and annual target date are integral component of USAID procurement and are required.

51. Statement of Objectives, Activity Description, Page 7. One of the custom indicators is: “Number of Kyrgyzstani LSG advisors and experts with improved capacity”. How does USAID define “advisors and experts”? Also, has USAID given thought to the feasibility of measuring changes in capacity level for each advisor/expert engaged on the program? Will USAID consider changing this indicator to make it more precise?

- Is there a target number of LSGs that would be directly supported through CAMI?
- Is there any expectation that Grants under contract form part of CAMI?

Answer: Grants under Contract will not be funded under CAMI. Subcontracts to LSGs and/or civil society organizations may be considered to the extent that they efficiently and effectively achieve USAID performance objectives.

52. Section 1.2 FAR Clause 52.204-2. Please clarify the Security Requirements under this RFP.
53. On page 65, the list of Annexes includes a 5-year Activity Management Plan, and a 5-year Implementation Plan. We will sincerely appreciate if USAID can elaborate on the expected differences between these two required annexes.

Answer: Please see changes in the Modification #1 to the RFP SOL-176-15-000006. See response to Question 11 above.

54. Will USAID kindly consider including an additional annex – A Short Term Technical Assistance Experts Matrix?

Answer: Please see changes in the Modification #1 to the RFP SOL-176-15-000006. See response to Question 13 above.

55. On page 68 the solicitation states \textit{The offeror (including all partners of a joint venture) must provide performance information for itself and each major subcontractor (one whose proposed cost exceeds 15% of the offeror's total proposed cost) in accordance with the following: 1. List in an annex to the technical proposal up to 3 of the most recent and relevant contracts for efforts similar to the work in the subject proposal}. Kindly confirm if each major subcontractor should propose up to 3 past performances (in addition to the 3 provided by the prime contractor), or if the total of all past performances by all the partners should not exceed 3.

Answer: Each major subcontractor will propose up to 3 in addition to the 3 provided by the prime.

56. On page 73 of the solicitation, on “Policies and Procedures”, the RFP states \textit{The offeror must submit a copy of its policy and procedures}. Can USAID please clarify, beyond the personnel policies, what other policies should be submitted?

Answer: An Offeror must submit main policies such as: Procurement, Human Resources, Financial Operations, Management, Travel, etc.

57. Is USAID expecting the offeror to propose illustrative cities at the proposal stage?

Answer: See response to Question 44.

58. What is the minimum number of cities USAID is expecting the offeror to include in their proposal?

Answer: See response to Question 44.

59. The sample budget template provided in Attachment J.7 of the RFP has Sections H and I (Activity Fund and Security respectively). Does USAID expect the offerors to have an Activity Fund? Can the offeror adjust the template to the needs of its cost proposal?

Answer: Please see the revised budget template. Security costs must be included if only needed.

60. Attachment J.7 of the RFP has a worksheet titled “Component Costs (US$)” that has the following items categories: Program Management, Technical Support, Activity Fund. Is the offeror expected to present a summary (Program Management, Technical Support, Activity Fund) or a detailed budget for each of the three performance objectives mentioned in Attachment J.1?

Answer: An offeror is expected to provide a detailed budget for each objective mentioned in Attachment J.1. Please see the revised budget template.

61. What number of LSG units does USAID expect the offeror to work with during the lifespan of the project?

Answer: See response to Question 44.
62. Given that many of the interventions and activities will likely involve some level of buy-in or require support from Government of Kyrgyz Republic entities, can USAID provide some indication of any commitments it has secured from appropriate authorities to ensure cooperation or to minimize hindering progress toward achieving results.

Answer: USAID cannot provide any indications of commitment from Government of Kyrgyz Republic entities.

63. Section L.7 (c), pages 6465, provides a list of approved annexes, including both a “5-year Activity Management Plan” and a “5-year Implementation Plan (including the initial list of commodities in F.5.1).” Could USAID provide explanation as to the distinction between these two plans?

Answer: Please see changes in the Modification # 1 to the RFP SOL-176-15-000006. See response to Question 11 above.

Sincerely,

R. Clark Pearson
Regional Contracting Officer