

## AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE

OF PAGES

1

2

2. AMENDMENT/MODIFICATION NUMBER  
000033. EFFECTIVE DATE  
2/20/20184. REQUISITION/PURCHASE REQ. NUMBER  
8708-0000115. PROJECT NUMBER (if applicable)  
0

6. ISSUED BY CODE

7. ADMINISTERED BY (If other than Item 6) CODE

DEPARTMENT OF VETERANS AFFAIRS  
NATIONAL CEMETERY ADMINISTRATION  
75 BARRETT HEIGHTS RD. SUITE 309  
STAFFORD, VA 22556DEPARTMENT OF VETERANS AFFAIRS  
NATIONAL CEMETERY ADMINISTRATION  
75 BARRETT HEIGHTS RD. SUITE 309  
STAFFORD, VA 22556

8. NAME AND ADDRESS OF CONTRACTOR (Number, street, county, State and ZIP Code)

To all Offerors/Bidders

(X)

9A. AMENDMENT OF SOLICITATION NUMBER

36C78618Q0111

X

9B. DATED (SEE ITEM 11)  
02-20-2018

10A. MODIFICATION OF CONTRACT/ORDER NUMBER

10B. DATED (SEE ITEM 13)

CODE

FACILITY CODE

## 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☒ is not 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 0 copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or electronic communication 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 letter or electronic communication, provided each letter or electronic communication 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 CONTRACTS/ORDERS,  
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.CHECK  
ONE

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, ☐ 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.)

SOLICITATION AMENDED TO 1) ADDRESS QUESTIONS FROM PROSPECTIVE VENDORS, 2) MODIFY LANGUAGE IN SECTION 2.2 OF ATTACHMENT B - PERFORMANCE WORK STATEMENT, AND 3) ADDITIONAL LANGUAGE ADDED INTO SECTION 3.4 OF ATTACHMENT B.

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)

KENNETH DOUGHERTY, CONTRACTING OFFICER

15B. CONTRACTOR/OFFEROR

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

16C. DATE SIGNED

(Signature of person authorized to sign)

BY (Signature of Contracting Officer)

2/20/2018

Question 1: Who provides the mulch for the flower beds? The customer or the contractor?

Answer 1: The cemetery will provide the mulch for the beds and for around the trees.

Question 2: Was the custodial service included in the current contract?

Answer 2: Yes.

Question 3: What is the square footage of each building requiring custodial services?

Answer 3: Administration Trailer and Restrooms are 1,700 sqft., the maintenance shop is 1,030 sqft..

Question 4: How many employees work at the cemetery?

Answer 4: There are 10 permanent employees and 2 to 4 contracted workers.

Question 5: How many visitors does the cemetery have each year?

Answer 5: 1,300

Language in section 2.2 of Attachment B - Performance Work Statement will change from:

"2.2. Services include, but are not limited to, mowing, trimming (features and headstones), edging (features and monuments), weed control, providing fertilizer, removal of trash (generated by the Contractor), as well as sweeping or blowing off grass from sidewalks, roads and headstones..."

to

"2.2. Services include, but are not limited to, mowing, trimming (features and headstones), edging (features and monuments), weed control, maintenance of flower beds, maintenance of trees with mulch around bases, providing fertilizer, removal of trash (generated by the Contractor), as well as sweeping or blowing off grass from sidewalks, roads and headstones..."

Additional Language incorporated into section 3.4 of Attachment B - Performance Work Statement:

"3.4.15. All mulch beds treated for weeds and turned quarterly to maintain good curb appeal. Trees with mulch around bases and flower beds shall be kept weed free. Mulch, which is provided by the cemetery, shall be refreshed, as needed, and prior to Memorial Day and Veterans Day or as directed by the COR."