

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

BPA NO.

1. CONTRACT ID CODE

PAGE
1OF PAGES
32. AMENDMENT/MODIFICATION NUMBER
000013. EFFECTIVE DATE
04-25-20184. REQUISITION/PURCHASE REQ. NUMBER
703-18-3-1171-00315. PROJECT NUMBER (if applicable)
N/A

6. ISSUED BY CODE

Department of Veterans Affairs
Network Contracting Office 1
VAMC Togus
1 VA Center
Augusta ME 04330

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

Department of Veterans Affairs
Ntwork Contracting Office 1 (Code 90C)
VAMC Togus
1 VA Center
Augusta ME 04330

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

To all Offerors/Bidders

(X)

9A. AMENDMENT OF SOLICITATION NUMBER

36C24118Q0304

X

9B. DATED (SEE ITEM 11)
04-20-2018

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 _____ 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 1 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

- The purpose of Amendment 0001 is to include as an attachment the Pre-Quote Inquiries submitted by the contractors during the solicitation phase. Please see pages 2 and 3 of this amendment.
- The contractors are required to sign and submit a copy of the amendment with their quote as a separate Adobe Acrobat .pdf document to mark.gelsinger@va.gov on Friday, 27 April 2018, at 10:00 A.M. EDT.
- Except as amended herein, all other solicitation terms and conditions remain unchanged.

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)

MARK A. GELSINGER

CONTRACTING OFFICER

VA-VHA-SAOE-2017-40F24787

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)

Attachment 1 – Pre-Quote Inquiries (PQI)

PQI #1: Will our treatment plan be adequate or does the VA have their own plan and requirements that need to be completed and submitted?

Response to PQI #1: Attached is a blank copy of the Treatment plan that RCS utilizes for the Contract Fee Program. This is the format in which treatment Plans are to be completed.

PQI #2: Since this is also the form that is reviewed for authorizing the additional 15 hour block of times, how complex is this form? And is it this form from past visits and the treatment plan the only documents needed to request additional units or are there other requirements?

Response to PQI #2: Attached is a blank copy of the 10-5565B form utilized for the Contract Fee Program. This document is initiated by RCS staff. Also attached is the Quarterly Request form. This document is completed by the vendor, and submitted to RCS staff for approval.

PQI #3: Group counseling unit clarification: Units are shown on the Price/Cost schedule in Hours, but the unit for Group counseling referenced in the Statement of Work (page 12) is 90 minutes. Please clarify this discrepancy. For example, if 4 veterans participate in a 90-minute group session, would that constitute 4 billable group units, or 6 billable group hours?

Response to PQI #3: In the example above, 4 veterans participating in a 90-minute group session, would be processed as 4 billable group units.

PQI #4: Are the units shown for each contract year estimates, or “not to exceed” quantities? If not-to-exceed, will the Contractor be responsible for tracking the units used? In this case, what will happen if the allowable yearly contracted units are reached prior to the conclusion of a contract period?

Response to PQI #4: Under this type of program, the units shown are considered estimates, and as such increases and/or decreases can/will be made as needed pending proper justification/approval. This is due primarily to adding new clients, or closing out clients throughout the year.

PQI #5: Is there a backlog of identified Farmington area veterans (a ‘waiting list’) eligible for readjustment counseling but not receiving services? If so, how many?

Response to PQI #5: There is NO backlog of veterans waiting for Vet Center services in the Farmington area. RCS staff are providing temporary services in the Farmington area interim, until a new contract provider is established. Once a contract is established, a transfer of clients will commence.

PQI #6: Are there Farmington-area veterans receiving readjustment counseling at the Lewiston Vet Center who have been identified that will be referred to the Contractor once this contract is active? If so, how many?

Response to PQI #6: There are currently 4-5 individual clients being seen, and 1 group with 4 members. Please note, the previous contract provider had as many as 40 active individual clients, plus a group with as many as 12 members.

PQI #7: The Statement of Work notes that Contractors must offer flexible hours to meet the needs of veterans unable to attend readjustment counseling sessions during the workday. Approximately what percentage of the hours are anticipated to be delivered outside of the workday?

Response to PQI #7: There is no established non-traditional hours for the Contract Fee program. This will be at the discretion of the Contract provider. If an eligible veteran cannot see the contract provider during a traditional 8:00am-4:30pm due to work schedule or personal schedule conflict, the contract provider will be expected to help provide an alternate time within reason. (9:00pm would constitute an unreasonable appointment time, as an example.) Again, this is at the discretion of the Contract provider.

PQI #8: Are Licensed Clinical Professional Counselors (LCPC) permitted to deliver services under the contract?

Response to PQI #8: Yes, LCPC's are permitted to deliver services under the contract. Any Provider under this contract will need to submit a copy of their licensure for review.

PQI #9: The Statement of Work states that veterans found to be ineligible will be billed for counseling services received. Who will do this billing? (VA? Vet Center? Contractor?)

Response to PQI #9: While referrals and authorization of new clients will primarily come from the Vet Center, referrals from other professional sources do occur. It is up to the Contract Provider to ensure

referrals from other sources are eligible for services. If it is found that the client is not found to be eligible for services, then it is up to the provider to bill for any services rendered.

PQI #10: May we see a sample Services Authorization Form, VA Form 10-5565B?

Response to PQI #10: Please see attached.