

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>	1. CONTRACT ID CODE	PAGE OF PAGES
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2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)
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6. ISSUED BY CODE	7. ADMINISTERED BY (If other than Item 6) CODE
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8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)	(X)	9A. AMENDMENT OF SOLICITATION NO.
		9B. DATED (SEE ITEM 11)
		10A. MODIFICATION OF CONTRACT/ORDER NO.
		10B. DATED (SEE ITEM 11)
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 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 your 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 ONLY APPLIES TO MODIFICATION 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.)

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)
15B. CONTRACTOR/OFFEROR  (Signature of person authorized to sign)	16B. UNITED STATES OF AMERICA  (Signature of Contracting Officer)
15C. DATE SIGNED	16C. DATE SIGNED

## Amendment 0001 to DOC52PAPT0801002

### Page 2 of 2

RFP DOC52PAPT0801002 is hereby amended as follows:

1. Under **C.3.9 Retiring Files to the Federal Records Center (FRC)**:

**Delete** the following sentence: In addition, the Contractor shall develop an organized tracking mechanism that clearly defines each box and its contents.

And **replace** it with: In addition, the Contractor shall develop a list that clearly defines each box and its contents.

2. **Replace** paragraph **E.2 Inspection and Acceptance** with the following paragraph:

The Contracting Officer's Technical Representative (COTR) will perform inspection and acceptance services in accordance with the Quality Assurance Surveillance Plan (QASP) at Attachment 3. The COTR will inspect the services provided by the Contractor on a random basis, approximately four (4) times per day, to ensure compliance with the performance and quality requirements specified in Section C. The COTR will document the results of the inspection and provide the Contractor with a copy of the results monthly.

3. Under **L.3 Proposal Preparation Instructions** add the following sentence:

Tables and exhibits may not be less than 10 characters per square inch or fonts smaller than 10 point.

4. **Replace** paragraph **F.4 Principle Period of Operation** with the following:

The Contractor shall pick up and deliver files to the locations listed in Attachment 1, Delivery Locations, between the hours of 8:30 a.m. and 5:00 p.m., local time, Monday through Friday, except Federal holidays, unless otherwise specified.

The Contractor shall staff the File Repository between the hours of 7:00 a.m. and 6:30 p.m., local time, Monday through Friday, except Federal holidays, unless otherwise specified.

The Contractor shall provide support to the File Information Unit (See C.3.10 Supporting the File Information Unit) between the hours of 7:00 a.m. and 7:00 p.m., local time, Monday through Friday, except Federal holidays, unless otherwise specified.