AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	PAGE	OF	PAGES
J	1		8

2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQUISITION NUMBER	5. PROJECT NUMBER *(If applicable)*
0002	28 May 2026	See Continuation Sheet	

6. ISSUED BY CODE N00189

NAVSUP FLT LOG CTR NORFOLK
ATTENTION CODE 301, 1968 GILBERT STREET SUITE 600
NORFOLK, VA 23511-3392
UNITED STATES
Megan Emery, Email: megan.p.emery.civ@us.navy.mil Telephone: 757-870-0197

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

SCD: PAS:

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

CODE FACILITY CODE

(X)

☒ 9A. AMENDMENT OF SOLICITATION NUMBER N0018926QB055

9B. DATED *(SEE ITEM 11)* 28 May 2026

☐ 10A. MODIFICATION OF CONTRACT/ORDER NUMBER

10B. DATED *(SEE ITEM 13)*

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 1 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)*

See Continuation

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NUMBER 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 NUMBER IN ITEM 10A.
☐	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES *(such as changes in paying office, appropriation data, 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.)*

Includes answers to contractor questions. See attachments #1-3 to this amendment.

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

Previous edition unusable

STANDARD FORM 30 (REV. 11/2016)
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SF 30 BLOCK 14 CONTINUATION PAGE

SUMMARY OF CHANGES

List of Contract Documents, Exhibits, or Attachments

Miscellaneous text in this section has been modified to:

Attachments:

Attachment 1. Pricing Spreadsheet

Attachment 2. Past Performance Information Form (PPIF)

Attachment 3. N0018926QB055_Answers

Addendum to 52.212-1, Instructions to Offerors - Commercial Products and Commercial Services

Miscellaneous text in this section has been modified to:

FAR 52.212-1, its addendum, and FAR 52.212-2 of this solicitation apply only to those contractors determined to be viable in accordance with Step One submission instructions contained in the General Information section at the top of this solicitation and were invited to submit a technical and price quote in accordance with the instructions contained in this solicitation. Any quotation received from sources that were determined nonviable during Step One and not invited to submit a quotation based on the review conducted during Step One will not be evaluated and will be immediately disqualified for consideration for award for this requirement.

POINT OF CONTACT/COMMUNICATIONS

The point of contact regarding this contract/order is Megan Emery, who can be reached via email at megan.p.emery.civ@us.navy.mil.

Type of Contract

The Government anticipates award of a Firm-Fixed Price IDIQ contract resulting from this solicitation.

CONTRACTOR QUESTIONS

All questions from contractors concerning the RFQ must be received in writing to megan.p.emery.civ@us.navy.mil no later than 12:00pm Eastern Time on 17 June 2026 in order to allow adequate time for a response or amendment. An amendment to the solicitation will be issued to answer all contractor questions and may extend the due date if necessary.

I. GENERAL

Submission of Quotations (Best Value/Trade-Off)

All Step-Two Quotes, including those offered by the Prime contractor and their subcontractors, shall be submitted via email to megan.p.emery.civ@us.navy.mil no later than 4:00 PM Eastern Time on 01 July 2026.

In the event any person who is not a bona fide employee of the quoter participated in the creation, formulation, or writing of any portion of the quote, a certificate to this effect shall be included in the quote which shall be signed by an officer of the quoter. Such certificate shall identify the name of the person who is not a bona fide employee, that person's employment capacity, the name of the person's firm, the relationship of that firm to the quoter, and the portion of the quote in which the person participated.

Quoters must comply with the detailed instructions for the format and content of the quote since failure to provide all required information may preclude evaluation/comparative analysis of the quote.

The Quotes shall be submitted in the following two sections:

Non-Price (Volume I)

Price (Volume II)

Alternate quotes are not authorized. An objection to any of the terms and conditions of the solicitation will constitute a deficiency which may result in the rejection of the quote.

II. REQUIREMENTS FOR QUOTE CONTENT

(1) Do not include CLASSIFIED data in your quote.

(2) Introduction and Purpose - This section specifies the format that quoters should use in quotes submitted in response to this solicitation. The intent is not to restrict the quoters in the manner in which they will perform their work but rather to ensure a certain degree of uniformity in the format of the quotes for evaluation purposes.

(3) Each volume should contain the following items in addition to the other information required by this solicitation:

Cover page that indicates the following:

Title of the quote

Volume Number (I or II)

Solicitation number

Name and address of quoter

Contractor point of contact (POC) with POC's email address and phone number.

CAGE and UEI of quoter

Table of Contents: The table of contents should provide sufficient details to allow the important elements to be easily located.

Volume I (Non-Price Volume) shall be in PDF format which should be searchable. Volume II (Price/Volume) shall be in an unlocked Microsoft Excel format for the pricing spreadsheet and in a searchable PDF format for the narrative description.

(4) Requirements for Style: Each quoter shall submit a quote that clearly and concisely sets forth the contractor's response to the requirements of the solicitation. Unnecessary elaboration or other presentations beyond that sufficient to present a complete and effective quote are not desired. Elaborate artwork, and expensive visual or other presentation aids are neither necessary nor desired. The quote shall contain all the pertinent information in sufficient detail in the one area of the quote where it contributes most critically to the discussion. When necessary, the quoter shall refer to the initial discussion and identify its location within its quote.

(5) Page Limitations

Volume I, "Non-Price Quote," is limited to a maximum of 10 pages in length inclusive of charts, diagrams, and/or other graphics. Within the 10 page limit, Management Approach is limited a maximum of 4 pages, and Past Performance is limited to a maximum of 6 pages. The cover sheet, list of acronyms and table of contents (not to exceed one page per volume) will not count toward the page limit. Pages submitted in excess of the page limitations described below will not be evaluated.

Each "page" is defined as one sheet, 8 1/2 " x 11", with at least one inch margins on all sides, using ONLY Times New Roman font with a point of 12. Lines shall, at a minimum, be single-spaced. The "Past Performance Information Form" must be completed with Times New Roman 12 point font or greater and the text contained in the Non-Price Quote graphics, charts, headers and footers must be Times New Roman point size of 12 point font or greater. Pages shall be consecutively numbered. Multiple pages, double pages, two-sided pages, or foldouts will count as an equivalent number of 8 1/2" x 11" pages. The Navy may exercise discretion in determining which specific pages are considered to be in excess of the page limitations.

Volume II, "Price Quote," is not page limited.

(6) Service-Disabled Veteran-Owned Small Business (SDVSOB) set aside

This solicitation is 100% set aside for SDVOSB. All quoters must be certified under the Small Business Administration as a SDVOSB at the time of the quote submission in order to be eligible for evaluation for award. Any quoter that submits a quote that is still pending certification and/or not a certified SDVOSB will not be evaluated for award.

III. QUOTE CONTENT

The following Technical Factors will be used to evaluate quotes: Management Approach and Past Performance, with equal importance to each other.

(1) Volume I - Non-price Quote

Volume I of the quote shall include all information required for the evaluation of the quoter's Non-price Quote. It shall exclude any reference to the price aspects of the quote.

(a) Management Approach

The quoter shall provide in detail a management approach that will ensure the successful accomplishment of the requirements solicitation, including the performance work statement (PWS). The management approach should address how the quoter will effectively staff task orders issued for each term/semester. The management approach should detail the quoter's onboarding plan to include the recruitment, hiring, and retention of the requisite personnel with the necessary qualifications and expertise to perform to the requirements of the solicitation. The management approach should also address how the quoter will effectively manage deliverables and ensure reports and grades are completed on time.

The quoter should provide any other information the quoter considers relevant to its Management Approach and successfully accomplishing the requirements of the solicitation, including the PWS.

Statements such as "the quoter understands," "will comply with the performance work statement," "standard procedures will be employed," "well known techniques will be used" and general paraphrasing of the performance work statement are considered inadequate. The Non-Price Quote must provide details concerning what the contractor will do and how it will be done. This includes a full explanation of the techniques, disciplines, and procedures proposed to be followed.

NOTE: If a quoter's Management Approach is not rated at least Acceptable, the quoter is ineligible for award and the remaining sections of Volume I will not be evaluated, and consequently the quoter will be removed from award consideration.

(b) Past Performance

The quoter shall demonstrate relevant past performance or affirmatively state that it possesses no relevant past performance. Relevant past performance is performance under contracts or efforts within the past 5 years that is of similar scope and magnitude to that which is described in this solicitation.

To demonstrate its past performance, the quoter shall identify up to three (3) of its most relevant contracts or efforts within the past five (5) years. The quoter should complete a "Past Performance Information Form" for each reference submitted. The quoter should provide a detailed explanation demonstrating the relevance of the contracts or efforts to the requirements of the solicitation. The quoter should also provide information on any problems encountered on the identified contracts or efforts and the quoter's corrective actions. The quoter may identify contracts or efforts for its proposed subcontractors among the three (3) past performance references provided in its quote. If past performance references are provided for a subcontractor, the quoter's quote should detail clearly the aspects of the work in the solicitation that the subcontractor is proposed to perform. It is the contractor's responsibility to adequately explain the

relevance of a reference provided for a subcontractor's past performance to the effort that the subcontractor is proposed to perform under the solicitation.

Contract references for multiple-award IDIQ contract, GSA schedule, or Blanket Purchase Agreement (BPA) shall provide the basic contract number and task order number, schedule, or BPA number and the task order number since performance occurs at the task order level. Such references that do not provide this information will not be reviewed or considered. A singular task order number under one IDIQ contract equates to one effort. The Government is evaluating a maximum of three (3) efforts.

The Government reserves the right to obtain information for use in the evaluation of past performance from any and all sources including sources outside of the Government. A quoter determined to have no record of relevant past performance (or in an instance where no information on the quoter's past performance is available), will not be evaluated favorably or unfavorably for the Past Performance factor. While a quote with no relevant past performance will not be rated unfavorably, it may be considered less advantageous than a quote from a quoter with a history of highly relevant and successful performance. The evaluation of Past Performance is separate and distinct from the Contracting Officer's responsibility determination.

The Past Performance evaluation will result in a past performance confidence assessment.

In order to receive credit for the past performance of an affiliate, the quote must clearly demonstrate that the affiliate will be meaningfully involved in performance of the solicited contract. That is, the resources of the affiliate, (e.g., workforce, management, facilities, or other resources that demonstrably contributed to the affiliate's performance on the submitted project(s)) will be provided or relied upon by the Contractor for contract performance on the solicited requirement to an extent that warrants attribution of the affiliate's past performance to the quoter. While there may be multiple ways to demonstrate meaningful involvement, generally reach back capability to the affiliate's or common parent's resources alone does not establish meaningful involvement. The Agency will not consider an affiliate's record where that record does not bear on the likelihood of successful performance by the quoter. The quoter should also describe the relationship between the quoter and the affiliate. If the quoter purchased or merged with the affiliate, the quoter should state the date of purchase/ merger and whether the affiliate's personnel and resources that were retained by the quoter after the purchase/merger. The Agency will assess the narrative to determine whether, and to what degree, to attribute the affiliate's past performance to the quoter. If the quote lacks sufficient detail to establish meaningful involvement by the affiliate, the Agency, at its discretion, may decline to consider the past performance of the affiliate in the evaluation.

(2) Volume II -Price Quote

Volume II, "Price Quote," is not page limited.

The Price Quote in Volume II shall include the solicitation pricing pages completed by the quoter and a complete and detailed breakdown of the quoter's Firm Fixed Price (FFP) inclusive of the Loaded FFP Rates plus any discount provided. The quoter shall provide a total firm-fixed-price consisting of the total of all CLINS for the ordering period. That total proposed price shall represent the quoter's firm-fixed-price for performance of all of the solicitation's requirements. A firm-fixed-price is not subject to any adjustment on the basis of the contractor's cost experience in performing the contract. If the award date or start of performance is delayed, it shall not entitle the contractor to a price adjustment.

Volume II shall include the completed solicitation documents and a complete and detailed price breakdown with all supporting documentation. The price quote shall include all elements of price and such other cost information as considered appropriate to support the quote.

A price realism analysis will not be performed.

The pricing information shall be completed in accordance with the following:

(a) Quoters should use the following estimates when preparing a quote submission:

Ordering Period Year 1 - 01 August 2026 to 31 July 2027		
Labor Category	**Unit of Issue**	**Ceiling Quantity**
Project Manager	Semester	5
Academically Qualified Instructor	Courses	350
Professionally Qualified Instructor	Courses	110

Ordering Period Year Two - 01 August 2027 to 31 July 2028		
Labor Category	**Unit of Issue**	**Ceiling Quantity**
Project Manager	Semester	5
Academically Qualified Instructor	Courses	475
Professionally Qualified Instructor	Courses	125

- A course is equal to 80 hours of support

- Project Managers shall not be required to provide more than 35 hours of support per semester.

(b) For quote purposes, the following ratios of Contractor's facilities and Government's facilities labor performance are established for all labor categories:

Contractor's facilities: 100%

Government's facilities: 0%