AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE	RATING

2. AMENDMENT/MODIFICATION NUMBER	3. EFFECTIVE DATE	4. REQUISITION/PURCHASE REQ. NUMBER	5. PROJECT NUMBER (If applicable)
0002	08/05/2026		

6. ISSUED BY — CODE LMAQM

OFFICE OF ACQUISITION MANAGEMENT (A/LM/AQM)
PO BOX 9115, ROSSLYN STATION
US DEPARTMENT OF STATE
ARLINGTON, VA 22219
US

NAME Coy L Brown
TEL. (843) 308-4240
EMAIL BrownCL1@state.gov

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

Maintenance Operations
GA/AM/DMS/FAC/MO
Bureau of Global Acquisitions
1200 Wilson Blvd (SA-06B)
Arlington, VA 22209

8. NAME AND ADDRESS OF CONTRACTOR (Number, street, country, state and ZIP Code)

CODE | FACILITY CODE

(X)	
	9A. AMENDMENT OF SOLICITATION NUMBER 19AQMM26R0340
X	9B. DATED (SEE ITEM 11) 07/29/2026
	10A. MODIFICATION OF CONTRACT/ORDER NUMBER
	10B. DATED (SEE ITEM 11)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

[X] The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers [ ] is extended, [X] 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 your 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 ONLY APPLIES TO MODIFICATION 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 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.)

The purpose of this Amendment is to update Section L-002 - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS.

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) Coy L Brown	
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA By (Signature of Contracting Officer)	16C. DATE SIGNED 08/05/2026

NSN 7540-01-152-8070
Previous edition unusable

STANDARD FORM 30 (REV. 11/2016)
Prescribed by GSA FAR (48 CFR) 53.243

Table of Contents

Section	Description	Page Number
L	Instructions, Conditions, and Notices to Offerors and Respondents	3
	L-002 INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS	

Line Item Summary	Solicitation Number: 19AQMM26R0340	Contract Number:	Title: Landscaping/Grounds Services - US Embassy Kingston		Date of Solicitation: 08/05/2026

	CLIN Funding:	Cost:
Base Totals:	Original: $0.00 Change: $0.00 Current: $0.00	Original: $0.00 Change: $0.00 Current: $0.00
Exercised Options Totals:	Original: $0.00 Change: $0.00 Current: $0.00	Original: $0.00 Change: $0.00 Current: $0.00
Unexercised Options Totals:	Original: $0.00 Change: $0.00 Current: $0.00	Original: $0.00 Change: $0.00 Current: $0.00
Base and Options Totals:	Original: $0.00 Change: $0.00 Current: $0.00	Original: $0.00 Change: $0.00 Current: $0.00

Section L - Instructions, Conditions, and Notices to Offerors and Respondents

L-002 - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS OR RESPONDENTS

GENERAL GUIDELINES:

The Offeror shall package and clearly label package(s) with:

(i) the Solicitation Number and

(ii) the contents thereof (e.g., Volume I, Volume II, etc.).

A cover letter containing any information the Offeror wishes to bring to the Government's attention may accompany the proposal. **The Offeror must identify their organizational small business concern (i.e., WOSB, HUBZone, etc.).**

GUIDELINES FOR PROPOSALS:

Offerors shall provide all direct and indirect costs associated with stated requirements as outlined in the Statement of Work/ solicitation.

Proposals shall include all labor, materials, equipment, services, installation costs, rental of a storage facility/warehouse (applicable insurance), any additional onsite storage costs, etc.

NOTE: There is at no-cost, onsite storage available for use throughout the term of the contract: a 10 x 12 ft storage shed at the Embassy compound and a 12 x 15 ft room at the Colin Powell Plaza. However, Offerors are still responsible for including rental of offsite storage facility / warehouse (applicable insurance), etc. required in their proposal submission.

Proposals must be clear and concise. It must include sufficient detail for effective evaluation and for substantiating the validity of stated claims. **The proposals shall not simply rephrase or restate the Government's requirements**, but rather provide a convincing rationale to address how the Offeror intends to meet these requirements.

NOTE: Proposals which simply restate the Governments requirements may be judged as non-responsive.

TECHNICAL PROPOSAL:

Format:

All proposals (technical and cost) are requested to be submitted electronically in either MS-Word and/or Adobe PDF files and shall include the following information.

The Technical proposal, consisting of an Executive Summary, and Technical Approach, shall not exceed a length of 30 pages of 8.5 x 11 inch single-sided paper. Appendices containing key personnel resumes, equipment lists and past performance references, **will not** be included in the 30 page limit.

1. Individual resumes shall not exceed two (2) page (if applicable)
2. Individual past performance references shall not exceed four (4) pages
3. Resumes should be included under Tab A; past performance should be attached as Tab B
4. Proposal minimum font size = 12 pt, Style = Regular - Times New Roman. Smaller font sizes are permitted for graphs or tables but no less than 9 pt.
5. Proposal submitted on 8 ½ x11 paper.
6. Proposal submitted electronically as an attachment via email to Reid-SmithSJ@state.gov

PRICE/COST PROPOSAL:

Format:

1. No page limitation is required.
2. Proposal minimum font size = 12 pt, Style = Regular - Times New Roman
3. Proposal submitted may include additional narratives related to cost, such as assumptions, explanations, etc. May be submitted using Word, Excel or in PDF format.
4. Proposal submitted electronically as an attachment via email to Reid-SmithSJ@state.gov

PROPOSALS SUBMISSIONS:

The offeror shall follow the format and instructions below in preparing their proposals.

Volume I – PRICE/COST PROPOSAL

Volume II - TECHNICAL PROPOSAL

To facilitate proposal evaluation, the offeror shall submit one (1) original of their price proposal as Volume I. The offeror shall also submit one (1) original of their technical proposal as Volume II. These volumes must be clearly marked as “Price/Cost Proposal” (Volume I) and "Technical Proposal” (Volume II).

a. Volume I: The overall contents of the Price/Cost Proposal (Volume I) shall include the list of CLIN Items and the proposed servicing/equipment cost, itemized listing of the hourly rate / labor category and proposed dollar amounts for all costs during the Base Year and if applicable, all Option Years.

b. Volume II: The overall contents of the Technical Proposal (Volume II) shall be submitted in the following stated distinct tabs.

NOTE: Submission of both price/cost and technical proposals may be via Binder (Volume I and II), CD (Volume I and II), or via email attachment (Volume I and II - electronic version of proposals via Microsoft Word, Excel, etc.)

TAB (A) TECHNICAL - The government will assess the offeror’s understanding of requirements and ability of all aspects of the contract in an efficient and effective manner that will achieve the program and mission requirements set forth in the Statement of Work (SOW). The offeror will also include the resumes of the proposed personnel for position(s) described in this SOW.

Factor One: Understanding of Unique Requirements and Compliance with PWS Requirements (Resumes)

TAB (B) PAST PERFORMANCE - The offeror will be evaluated on their performance, and that of significant subcontractors or affiliates, if any, under existing or prior contracts for services within the last five years. At a minimum, three (3) past and/or current past performance references of same or similar to the requirements in this RFP shall be submitted. In particular, information on the following areas of contract performance will be evaluated:

1. Quality of Service
2. Timeliness of Performance
3. Price/Cost Control
4. Business Relations (ability to effectively manage contract)
5. Customer Satisfaction

FACTOR ONE - Understanding of and Compliance with SOW Requirements:

The Government will evaluate each proposal to ensure it addresses each work area in sufficient detail to demonstrate a clear and complete understanding of the SOW, personnel, equipment, services, and insurance requirements. The offeror must provide evidence of sufficient planning to show how work will be accomplished as required and on schedule. The proposal must demonstrate a firm understanding of the requirements and goals set forth in the SOW. The proposal must provide technical solutions to indicate requirements and goals will be met on schedule. The proposal must reflect a clear understanding of all equipment and services required in the PWS.

The Government will evaluate each proposal to ensure it clearly demonstrates the offeror’s ability to acquire and manage employees, subcontractors (if any are proposed), as well as for all equipment required, must be clearly evident in the proposal. The offeror must provide at least two examples of successful completion of projects of similar complexity and scope, within the past three (3) years.

The Government will evaluate proposals to ensure it clearly demonstrates technical competencies, approaches, and solutions that define how the Offeror will address and manage personnel, all activities, equipment and services, as specified in the SOW. The Offeror must clearly define and elaborate on their plan to deliver and maintain services as listed within the PWS and provide user training on all equipment (if applicable).

The offeror must demonstrate its approach to planning, executing, monitoring/controlling and communicating all technical services, including associated costs, required under this SOW.

The Government will evaluate proposals for effectiveness and adequacy to satisfy the contract requirements. The offeror must include its organizational structure (including all subcontractors personnel) and document its quality management approach to demonstrate it is able to meet contract requirements, cost constraints, and schedules.

Subfactor 1: Staffing Plan

The Government will evaluate the Offeror’s proposed key personnel (i.e., Supervisor(s)) availability, experience, and qualifications relative to the requirements of each task order's SOW. The Government will also evaluate the extent to which the offeror demonstrates an efficient and effective recruiting process flow and the reasonable timelines associated with the recruiting process. The Government will also evaluate the extent to which the offeror demonstrates a capability to effectively manage and meet the professional services requirements of the Department while maintaining a high level of customer satisfaction.

Subfactor 2: Key Personnel

Key Personnel resumes will be reviewed to confirm the demonstrated knowledge of and management experience working with the specific services / equipment / personnel as listed in the SOW, and/or ability to provide subcontractors oversight possessing the required expertise. The offeror’s ability to manage subcontractors and perform proper project management and logistics planning will be assessed. Additional weight will be given to past experience working with/on other Government facilities abroad.

FACTOR TWO - Past Performance:

(See Attachment 4 - Past Performance Questionnaire (PPQ))

Each Offeror will be evaluated on its performance, and that of significant subcontractor(s) or affiliate(s), if any, under existing or prior contracts for similar services. Past performance information will be used in making responsibility determination and to assess the capabilities of the Offerors in order to assure the selection of the proposal offering the greatest value to the Government. The Government will direct its inquiry to the past performance of the Offeror, and its proposed significant subcontractors or affiliates, if any, as such performance relates to the solicitation requirements. The Government will focus on information that demonstrates the quality of performance relative to the size, content, and complexity of the requirements for the instant procurement. In particular, information on the following areas of contract performance will be collected and evaluated:

1. Customer or agency
2. Contract number
3. Period of performance
4. Contract Amount
5. Two points of contact for reference checks with current telephone numbers and email addresses
6. Brief description of the services
7. Quality of Service
8. Timeliness of Performance
9. Price/Cost Control
10. Business Relations
11. Customer Satisfaction

The contractor evaluation questionnaire, included as Attachment 4 - Past Performance Questionnaire (PPQ) will be used to collect information as to the quality of past performance of the Offeror, including significant subcontractors and/or affiliates. The Offeror shall select THREE (3) of its customers, for which it has performed within the past THREE (3) years, and forward copies of the contractor evaluation form to those agencies and/or firms for completion and submission DIRECTLY to the Contracting Officer. The forms should be returned to the Contracting Officer no later than the closing date of the solicitation.

If a significant portion of the work to be performed is proposed to be accomplished by subcontractors or affiliates of the Offeror, THREE (3) contractor evaluation questionnaires shall be submitted by customers of the proposed subcontractor(s) or affiliate(s). Offerors shall include in their proposal, the written consent for their proposed significant subcontractor(s) to allow the Government to discuss the subcontractor’s past performance evaluation with the Offeror during the discussion (negotiation) phase of this procurement if the Government conducts discussions.

Offerors shall include with their proposal a list of the firms that will submit evaluation forms. Other references, aside from those provided by the Offeror, may be contacted and their comments considered to evaluate the Offeror’s past performance during the source selection process.

The information submitted by the Offeror may be verified by the Government through discussions with the references provided. While the Government may elect to consider data obtained from other sources, the burden of providing relevant references that the Government can readily contact rests with the Offeror.

FACTOR THREE - Price:

a. Technical and past performance, when combined, is significantly more important than cost or price
b. Price will be evaluated to ensure price reasonableness. Price will be considered by the Government when determining the best value offer. Offeror shall prepare and provide the cost proposal as requested under Section B - Supplies or Services and Prices and Section C - Description/Specifications/Statement of Work sections of this solicitation.
c. A written notice of award or acceptance of an offer, mailed or otherwise furnished to the successful offeror within the time for acceptance specified in the offer, shall result in a binding contract without further action by either party. Before the offer's specified expiration time, the Government may accept an offer (or part of an offer), whether or not there are negotiations after its receipt, unless a written notice withdrawal is received before award.

DELIVERY OF PROPOSALS:

Monday thru Friday between 8:15 AM and 3:00 PM, Eastern Daylight Time (EDT) except on Federal Holidays.

Quotes/Proposals must be received on or before but NO LATER THAN **FRIDAY, AUGUST 28, 2026 by 11:00 A.M. Eastern Daylight Time (EDT)**.

Offerors must submit their proposal/quote by either U. S. Postal Service, Hand Delivery/courier service (i.e., FEDEX, IPS, DHL, etc.) to the addresses below, or via email. **Facsimile offers ARE NOT accepted for this procurement.**

Offerors are responsible for submitting proposal/quote so as to reach the designated office on or before but not later than the time and date specified in the RFP. Any proposal/quote received at the designated office **AFTER** the specified date and time is late and **WILL NOT** be considered.

NO LATE PROPOSALS WILL BE ACCEPTED. THE DEPARTMENT OF STATE CANNOT GRANT ANY EXCEPTIONS TO THIS RULE. **LATE PROPOSALS WILL NOT BE EVALUATED**.

U.S. Mail/FEDEX/UPS/DHL:

U.S. Department of State
GA/AM/DMS/FAC/MO
Attn: Coy Brown, CO
2010 Bainbridge Avenue, Bldg F
North Charleston, SC 29405

Courier or Hand Delivery:

U.S. Department of State
Charleston Regional Center
Attn: Coy Brown, CO
c/o Federal Law Enforcement Training Center (FLETC) Visitor Center
Bldg. 642, Chaffee Street
North Charleston, SC 29405

PREFERED METHOD OF DELIVERY: via email to Coy Brown - BrownCL1@state.gov

NOTE: It is the Offeror's responsibility to confirm receipt of proposals by the Contracting Officer at ***BrownCL1@state.gov.*** *The Government is not responsible for emails that do not reach the Contracting Officer.*

PERIOD OF ACCEPTANCE OF OFFERS:

Offerors shall agree, if the proposal is accepted within **120 calendar days** (unless a greater period is inserted by the Offeror) from the date specified in the solicitation for receipt of proposals, to furnish any or all of the requirements upon which prices are proposed at the price set opposite each item, performed and/or delivered at the designated point(s) within the time specified in the proposal.

PROPOSAL AND PREPARATION COSTS:

This RFP **DOES NOT** commit the Government to pay any costs incurred in the submission of any proposal or in making necessary studies for the preparation thereof. The RFP **DOES NOT** commit the Government to procure or contract for said services. The Contracting Officer is the only individual who can commit the Government to the expenditure of public funds in connection with the proposed procurement.

AMENDMENTS TO PROPOSALS:

Changes to the proposal(s) by the Offeror shall be shown on amended pages only. Changes from the original page shall be clear/ concise and indicated by either a vertical line adjacent to the change/on the outside margin of the page, strikethrough text/section, or highlighting text/section being amended. The end result should be a proposal that clearly reflects what was previously submitted and the amended text/section.

The date of the amendment should be shown in the header section/upper right corner of the page(s).

All amendment submissions must reach the designated office on or before but not later than the time and date specified in the RFP and all associated RFP amendments.

NOTE: It is the Offeror's responsibility to confirm receipt of amended proposals by the Contracting Officer at ***BrownCL1@state.gov.*** *The Government is not responsible for emails that do not reach the Contracting Officer.*

QUESTIONS REGARDING SOLICITATION:

Prospective Offerors should submit any questions regarding this Solicitation via email to BrownCL1@state.gov. Questions shall be received by ~~**Tuesday, August 4, 2026**~~ **Friday, August 21, 2026** not later than **10:00 A.M., Eastern Daylight Time (EDT)** to ensure a timely response.

The Government will compile all questions received concerning this RFP, prepare its response and post both Questions and Answers via www.SAM.gov. Questions received after this date may not be answered prior to the suspense date established for receipt of proposals.

Any questions, comments or clarifications concerning any aspect of the RFP shall be prepared in writing and submitted to the Contracting Officer. Questions shall be submitted, identified and segregated by topic (e.g., technical, cost). Questions shall be submitted using the ~~19AQMM26R0340_Vendor_Questions.xlsx~~ Attachment 3 - Vendor Questions v2.xlsx attachment.

No telephonic questions shall be accepted. Questions submitted via voice mail or otherwise telephonically **WILL NOT** be considered and it is the Offeror's responsibility to confirm receipt of questions by the Contracting Officer at BrownCL1@state.gov. The Government is not responsible for emails that do not reach the Contracting Officer.

The Department of State **DOES NOT** plan to hold a pre-proposal conference for prospective Offerors. If, after a review of questions submitted by Offerors, the Department of State believes a pre-proposal conference/site visit is necessary, one will be scheduled and all prospective Offerors will be advised.

PRE-PROPOSAL SITE VISIT:

Based on the Department of State's review of questions received, a pre-proposal site visit has been scheduled for ~~**Tuesday, August 11, 2026**~~ **Tuesday, August 18, 2026** at the U. S. Embassy Kingston, 142 Old Hope Road, Kingston 6.

Offerors interested in attending the site visit shall email: BrownCL1@state.gov no-later-than **10:00 a.m. Eastern Daylight Time (EDT) /** ~~**Tuesday, August 4, 2026**~~ **Friday, August 14, 2026.**

QUESTIONS REGARDING THE PRE-PROPOSAL SITE VISIT:

Following the site visit, receipt of Offeror's questions are due not-later than **1:00 p.m. Eastern Daylight Time /** ~~**Tuesday, August 18, 2026**~~ **Friday, August 21, 2026.** The Government will compile all questions received concerning the PRE-PROPOSAL SITE VISIT only, prepare its response and post both Questions and Answers via www.SAM.gov.

COMMUNICATION CONCERNING SOLICITATION:

Only the individual shown on page one of the Standard Form 1449, "SOLICITATION/CONTRACT/ORDER FOR COMMERCIAL ITEMS, OFFEROR TO COMPLETE BLOCKS 12, 17, 23, 24, & 30 **(OFFER SECTION - Must be fully completed by offeror),"** or the Contracting Officer, may be contacted regarding this solicitation. Communication concerning this solicitation with any other Government personnel, including contractor support personnel, is prohibited unless specifically authorized elsewhere herein. If such contact occurs, the Offeror making such contact may be excluded from award consideration.

If final proposal revisions are requested, the Offeror shall identify any changes to personnel for whom resumes were submitted.

POST AWARD DEBRIEFING:

Following notification of contract award, Offerors may request a debriefing by providing a written request to the Contracting Officer within THREE (3) business days of the award notification. To the maximum extent practical, debriefings will be conducted in writing within FIVE (5) business days after the Offeror's request.

SOLICITATION AMENDMENT:

The Government reserves the right to amend the terms and conditions of the solicitation at any time before or after receipt of proposals.

If the Government amends the solicitation, the Government will so advise all parties receiving the solicitation (if the amendment is issued before the established time and date for receipt of proposals) or all Offerors that have not been eliminated from the competition (if the amendment is issued after the established time and date for receipt of proposals).