AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT

1. CONTRACT ID CODE

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2. AMENDMENT/MODIFICATION NO.: 0001

3. EFFECTIVE DATE: 07/27/2026

4. REQUISITION/PURCHASE REQ. NO.

5. PROJECT NO. *(If applicable)*

6. ISSUED BY CODE FPAC-HQ-12FPC4

USDA FPAC Business Center
Eastern Section
FPAC-HQ-12FPC4@usda.gov

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

8. NAME AND ADDRESS OF CONTRACTOR *(No., street, county, State and ZIP Code)*

CODE

FACILITY CODE

(x) 9A. AMENDMENT OF SOLICITATION NO.: 12FPC426Q0057

x 9B. DATED *(SEE ITEM 11)*: 07/27/2026

10A. MODIFICATION OF CONTRACT/ORDER NO.

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 _____ 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 ACKNOWLEDGEMENT 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 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 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.)*

Amendment 0001 is to provide answers to questions received in response to the solicitation.

Q1. May the required 1,000 to 1,500 square feet be an exclusive office suite located within a larger building, provided USDA has sole and exclusive use of the offered suite?

A1. Yes

Q2. Must both gender-separated restrooms be located entirely within USDAs exclusive leased space, or would dedicated restrooms immediately adjoining the suite be acceptable?

A2. Yes, adjoining is fine if a reasonable distance.

Q3. Must the pickup-truck and trailer pull-through and maneuvering area be dedicated exclusively to USDA, or is shared site access acceptable if it remains continuously

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9 A 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)*: LIZABETH A. KUHANECK

15B. CONTRACTOR/OFFEROR

(Signature of person authorized to sign)

15C. DATE SIGNED

16B. UNITED STATES OF AMERICA

(Signature of Contracting Officer)

16C. DATE SIGNED

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	available and unobstructed? A3. Yes, shared access is acceptable given its always clear and unobstructed. Q4. Must all required parking spaces be formally reserved and marked exclusively for USDA? A4. Yes for employees (4), preferred but not required for visitors (2). Q5. Would USDA consider a property slightly larger than 1,500 square feet if only 1,000 to 1,500 square feet is designated and priced for USDA¿s exclusive occupancy? A5. Yes Q6. Is the September 1, 2026 occupancy date firm, or would USDA consider a short transition period if the property otherwise satisfies the requirement and requires only minor readiness work? A6. September 1, 2026 is preferred; however, September 15th is the latest acceptable move in date. Q7. When the offeror is not the property owner, must the signed owner authorization or letter of intent be submitted with the initial quotation, or may it be provided during discussions before award? A7. Per the solicitation it should be submitted at the time of the quote. Q8. Must utilities, Wednesday janitorial service, snow removal, and all other operating expenses be included in one gross monthly rental amount without separate reimbursable charges? A8. Per the solicitation, yes this should be a firm fixed price all-inclusive monthly price. Q9. Does USDA have a required format or minimum-content standard for the property owners authorization letter? A9. No required format but shall address the information in the solicitation - Letter of Intent - Verification that the vendor can provide the space as quoted if the space quoted is not owned or managed by specifically by the quoting vendor. If a third party is providing a quote, a letter of intent for the space must also be provided as part of the quote. The letter must Continued ...				

NAME OF OFFEROR OR CONTRACTOR

ITEM NO. (A)	SUPPLIES/SERVICES (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
	list the address of the proposed space.				
	Period of Performance: 09/01/2026 to 08/31/2027 Contracting Officer - Lizabeth Kuhaneck lizabeth.kuhaneck@usda.gov Contract Specialist - Jill Craft jill.craft@usda.gov				