

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES 1 3
2. AMENDMENT/MODIFICATION NO. Amendment No. 1	3. EFFECTIVE DATE 04/28/2015	4. REQUISITION/PURCHASE REQ. NO.	5. PROJECT NO. (If applicable)	
6. ISSUED BY United States District Court, Central District of California 312 N. Spring Street, Procurement Department Suite 523 Los Angeles, CA 90012	CODE	7. ADMINISTERED BY (If other than Item 6) Shelly Root, Contracting Officer		CODE
8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)			(X)	9A. AMENDMENT OF SOLICITATION NO. USDC15_OSCCLA
			(X)	9B. DATED (SEE ITEM 11) 04/15/2015
				10A. MODIFICATION OF CONTRACT/ORDER NO.
				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 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 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.
<input type="checkbox"/>	
<input type="checkbox"/>	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).
<input type="checkbox"/>	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:
<input type="checkbox"/>	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.)

Amendment No. 1 provides responses to questions and revises retrieval fee to \$64.00 for the first box and \$39.00 for each additional box. See attached questions and responses.

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

USDC15_OSCCLA
Solicitation Amendment 1
Questions and Responses

1. Question: What time period does the estimated 121,000 copies cover? Is it two years? One year? Monthly? Etc.?
 - a. Refer to Section B. “Estimates are the anticipated number of each service required by the public during the license period of **twenty-four months.**”
2. What is the total length of this new contract?
 - a. Refer to Section B.
3. Will the new vendor use the existing fax line?
 - a. No, vendor is responsible for its fax line.
4. P1-#1 - Copy Charge – Please clarify if 121,000 estimated copy volumes represents a. monthly volume b. quarterly volume c. yearly volume.
 - a. Refer to Section B; see #1.
5. P1-#3 - Please clarify if 650 estimated Orders Local Faxes represents a. monthly volume b. quarterly volume c. yearly volume.
 - a. Refer to Section B; see #1.
6. P1-#4 - Please clarify is 2,600 estimated Pages Long Distance Faxes represents a. monthly volume b. quarterly volume c. yearly volume.
 - a. Refer to Section B; see #1.
7. How is the area secured outside of the normal business hours of operation?
 - a. Locked door and roll-up window.
8. What is the access and setup charge for the *Pacer System Access*?
 - a. Contact Pacer directly for this information.
9. Are any court provided fixtures or furniture available to the new vendor for use in the copy center?
 - a. Refer to Section C.
10. Please describe the number (how many) pages that a Court Records File consists of? May we have a range of page sheets from minimum to maximum and the appropriate average number of pages?
 - a. P4 – Regarding circumstances for charging a retrieval fee: Collect a retrieval fee and a search fee, if appropriate (if accurate case and docket number are not provided) from the requestor;
 - b. Is the retrieval fee charged for every retrieval from the archive or Clerk’s Office?
 - i. Yes, the fee is paid by the customer at the Clerk’s cashier receipts the payment.
 - c. Does the vendor alone determine if a search fee is required due to the inadequate or incorrect search information?
 - i. Refer to Section B.

- d. What method of payment is acceptable for paying the \$45 to the Clerk's Office? Do they accept AMEX or VISA Credit Cards or can an account be opened and charged by transaction as well?
 - i. The fee is \$64.00 for the first box and \$39 for each additional box. Credit cards, cash, money order or business check is acceptable.
 - a) What is the address of the Clerk's Office and what is the address where the copy center will be located? What floor is each located on and will our staff have access to the freight elevator.
 - a. Refer to Section C. Copy center is located on the Main Street level. Moves are coordinated through judiciary staff.
11. P2 #5 – Please clarify if 115 Estimated Rush Orders represents a. monthly volume b. quarterly volume c. yearly volume.
- a. Refer to Section B; see #1.
12. Internet connection: Please clarify how internet connection will be provided.
- a. Vendor provides internet connection.
13. P5-C8/c.-pay the \$45 retrieval fee... - Is this \$45 retrieval fee fixed, or can margin be added by vendor?
- a. See #10; fixed fee.
14. P32-(6)...judiciary reserved the right to make multiple award if, after considering the additional administrative costs, it is in the judiciary's best interest to do so. Please clarify and provide an example scenario where a multiple award would be granted.
- a. The judiciary plans to award one contract from this solicitation.