

**Universal Service Administrative Co. (USAC)  
AAD-24-069 – BCAP & Supply Chain Audit Services  
Questions & Answers**

<b>Q#</b>	<b>RFP Section</b>	<b>Question</b>	<b>Answer</b>
1	Section E (Page 59)	How do Offerors attend the Virtual Offeror's Conference?	USAC will host a 90 minute Virtual Offeror's Conference on Wednesday, April 24, 2024, from 11:00 a.m. to 12:30 p.m. ET where USAC will provide an overview of the RFP requirements and answer any remaining questions. To attend the Virtual Offeror's Conference, potential Offerors must email the names of attendees and their email addresses to <a href="mailto:procurement@usac.org">procurement@usac.org</a> with a copy to <a href="mailto:Anthony.Smith@usac.org">Anthony.Smith@usac.org</a> no later than 12:00 p.m. on April 23, 2024. USAC will promptly review each request and will send the invite to the conference via Outlook.
2	Para 2 Type of Contract (Page 7)	You state that Labor rates must be inclusive of numerous things, including travel. Will travel be billed as an ODC or should we burden our labor rates with anticipated travel costs?	Fully burdened labor rates refers to the total hourly cost to employ a worker, taking into account not only their basic wage or salary, but also any additional costs associated with employing that worker. Travel expenses that should be included in fully burdened labor rates include normal travel costs such as the employee's daily commuting, etc. Travel expenses related to task order performance (i.e., site visits, etc.) will be a separate travel expense that will be determined by the scope and/or requirements of each task order.
3	Para 8.K Travel (Page 21) & 5.B Place of Performance (Page 9)	5.B states that USAC will not reimburse Contractor for travel expense for kick-off, status or other meetings, while 8.K states USAC will reimburse Contractor for necessary and reasonable travel expenses incurred in performance of the Services. Can you please clarify?	USAC will reimburse for necessary and reasonable travel expenses for the site visits required to perform the Services specified in each awarded task order; however, USAC will not reimburse for travel expenses to meetings with USAC/FCC. To the extent possible, meetings and/or trainings with USAC will be conducted virtually.

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4	Para 17.A Return or Destruction of USAC Data (Page 34)	If USAC requests the destruction of audit data, will that remove the requirement to store the work papers and reports from each audit for 10 years, as specified in para D.6 Records Retention (Page 23) and Para 8.7 (Page 86)?	If USAC ever requested the destruction of audit data, USAC would first request that the audit data is forwarded to USAC. Upon receiving the audit data and upon USAC's request, then the documentation could be destroyed, which would supersede the requirement to store the documentation for 10 years.
5	N/A	Approximately how many awardees does USAC anticipate for this IDIQ?	USAC has not determined a maximum or minimum number of awardees for this solicitation. USAC may award a contract to all qualified vendors as a result of the RFP, depending on the number of qualified vendors.
6	Section E.6.B.4.j, Page 63	Will USAC consider allowing the recent peer review report to be provided as an appendix to Volume 2 – Technical Capabilities and excluding it from the page count limitations?	The most recent peer review report can be provided as an appendix and will not be counted toward the page count limit of Volume 2.
7	Section E.6.E.2, Page 65	Will USAC consider excluding tables of contents, cover letters, and legal disclosures included within the response volumes from page count limitations?	Tables of contents, cover letters, and legal disclosures are optional documents and will be included in the page count for each volume.
8	Attachment 1, Page 70	Would USAC consider personnel with significantly more project management experience managing large scale audit initiatives but does not have PMP certification as technically acceptable for the role of Lead Project Manager?	USAC will consider personnel with significant project management experience managing large scale audit initiatives without a PMP certification. However, the resumes of such personnel must clearly reflect the extensive experience.
9	Attachment 1, Page 71	Will USAC allow for an additional Labor Category "Junior Telecom Engineer" with the same requirements and responsibilities as the "Telecom Engineer" Labor Category, but with less than 10 years of experience?	Because much of the reliance is placed on the telecom engineer for the supply chain audits, USAC would maintain the 10 years of experience criteria.
10	Pg. 8 - Section B.3.A - Steps	We understand that "references" are required for all key personnel. Please explain what information is required to	References are not required for Key Personnel submitted in the proposal for this RFP. USAC would like to review the resumes for Key Personnel that may be proposed for

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	for Each Task Order	be included in the reference and how many references are needed for each key personnel.	task orders issued under the awarded IDIQ contract. The resumes for these Key Personnel do not need to include references. Please see RFP Section E.6.B.5.
11	Pg. 21 Deliverables	Please confirm that all the deliverables listed in this section are relevant to the individual Task Orders and not the Contract (i.e., the Offeror does not provide them in response to this RFP).	USAC confirms the deliverables in Section B.9 are relevant to performance during an awarded task order and are not required to be included in the proposal response to this RFP.
12	Pg. 49 - Privacy & Security Addendum Part 2.2	Can USAC please provide: (i) USAC's Information Privacy and IT Security Policies and (ii) The prevailing standards of care and best practices regarding information privacy and IT security.	USAC can share this documentation during contract negotiation.
13	Pg. 64 - Section D Price Proposal	Please provide an approximate number of task orders (by number or value) that USAC anticipates awarding each year.	USAC anticipates a minimum of 8 task orders per year; however, USAC may award significantly more task orders depending on direction from the FCC and USAC needs.
14	Pg. 65 - Section E.6.E.2 - Page Limitation	For purposes of complying with page count limits, please confirm whether the Index, Table of Contents, and transmittal letter are included or excluded from the page count requirements.	Tables of contents, indices, and transmittal letters are optional documents and will be included in the page count for each volume.
15	N/A	If the prime contractor is including a sub-contractor in its proposal to conduct limited work related to engineering, is it mandatory that past performance references be submitted for the subcontractor; or will three past performance references from the prime contractor be acceptable?	Yes, USAC will require past performance references from the subcontractor. USAC must be notified of the intended use of a subcontractor upon bid submission. The subcontractor (and all employees) must not be offshore and must adhere to the same requirements as the contractor, especially in the area of conflicts of interest. USAC will need to approve the use of any subcontractors, therefore past performance references will be required.

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16	N/A	How many supply chain audits do you anticipate conducting per year?	USAC currently anticipates 1 to 3 supply chain task orders that may include anywhere from 5-20 audits per calendar year.
17		If known, will USAC please share an estimated IDIQ dollar value or ceiling and the volume of call orders expected?	USAC anticipates a minimum of 8 task orders per year; however, USAC may award significantly more task orders depending on direction from the FCC and USAC needs. The dollar value of the task orders varies according to scope; therefore, USAC cannot provide a total estimated dollar value at this time.
18		Will USAC please confirm that this IDIQ does not require offerors to provide attestation services?	The IDIQ is for performance-based audits and will not require Offerors to provide attestation services.
19		Will USAC please consider allowing services to performed on this IDIQ under AICPA Consulting Standards?	The audits must be conducted in accordance with GAGAS per the FCC Rules. USAC will not allow the Services to be performed using AICPA Consulting Standards.
20		Will USAC please consider adjusting the evaluation criteria for experience and past performance to also include relevant similar services performed under Institute of Internal Auditor (IIA) and/or AICPA Consulting standards?	USAC will consider performance audits performed under the IIA for the past performance and experience section; however, the audit firm must include some experience related to GAGAS. Experience related to the AICPA Consulting standards will not be considered.
21		Will USAC please consider allowing the following types of evidence as support for the requirement on page 63, 6c: <ul style="list-style-type: none"> <li>• continuing professional education (CPE) credits</li> <li>• professional certifications (i.e. CPA, CIA etc.)</li> <li>• experience with GAGAS or other similar audits such as under IIA standards</li> </ul>	While USAC will review the professional certifications and CPE credits, the proposal should still describe the firm's experience in performing audits and investigative support.

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22		Will USAC please share the name of the software used for the USAC web-based audit management site?	USAC currently uses a web-based SharePoint platform for audit management. While this is the system that is currently used, this is subject to change.
23		Will all needed software be made available to Contractor if Contractor is required to perform work on USAC provided equipment or through their virtual desktop?	USAC will provide appropriate access to USAC's computer network as needed to perform the Services within the scope of each awarded task order.
24		Will USAC confirm that Attachments 5 and 6 are for informational purposes and that a specific response to the sample call order is not required?	USAC confirms Attachments 5 and 6 are for informational purposes only to provide Offerors with examples of the expected scope and proposal submission procedures for TORPs issued under the awarded Contract for this RFP.
25		Are the procedures for each program under Section E of the RFP considered the minimum scope requirements?	No, the procedures listed in Section B.8.E. are the minimum scope objectives. Each task order will provide a minimum list of procedures for each program.
26	N/A	Will the contractor be expected to use USAC equipment and systems for the audits, or use contractor systems?	Awarded contractors will be required to use USAC's audit management SharePoint system. However, the contract will use its own equipment (equipment, secure file transfer protocol sites, email systems) to conduct the audits.
27	N/A	Can we use a past performance from a subcontracting teaming partner?	Yes, this is acceptable. Please see answer to Question # 15.
28	Section E. Instruction and Evaluation Criteria, C Past Performance Information	states "Each overview shall not exceed one (1) page." The page limit on the past performance volume is 5 pages. Can each past performance exceed 1 page or are they limited to one page?	The past performance references should not exceed 1 page for each of the 3 references provided in the Volume.

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	9Volume 3) 2.a (Pg. 64)		
29	Attachment 1: Labor Category Descriptions; Attachment 2: Price Schedule (Pgs. 63, 69, 72)	Labor Category Descriptions and Price Schedule lists “Senior Staff” and “Junior Staff” positions. However, these positions are not listed the key personnel section on page 63, Section B, Technical Capability. Are these positions required?	These positions are not required and not considered Key Personnel positions; however, most audit firms use Junior and Senior staff to perform the procedures that are then reviewed by Key Personnel.
30	Attachment 1: Labor Category Descriptions; Attachment 2: Price Schedule (Pgs. 63, 69, 72)	For the Senior Audit Manager or Audit Manager positions, would USAC be willing to reduce the CPA requirement to desired?	No, USAC is not willing to reduce the CPA/CIA requirement for the Senior Audit/Audit Manager positions.
31	A. Evaluation Factors (Pg. 65)	What is the weight to each of the evaluation factors (technical, experience & past performance, price)?	USAC has not determined the weight for each evaluation factor.
32	NA	Could you please share the list of previous incumbents on the BCAP?	USAC does not provide information regarding incumbents.
33	NA	How many audits has USAC released on a yearly basis?	On average, USAC has awarded approximately 10 task orders each year. Each task order typically has multiple audits included in the scope.

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34	K. Travel (Pg. 21)	For each audit, what is the average number of site visits conducted?	Currently, USAC is conducting in-person site visits on an as needed basis. If the site visit can be completed remotely and there are no other reasons for an in-person site visit, all work will be conducted remotely. USAC does not preclude conducting an in-person site visit, however, to be more cost effective, we approach the audit with the remote option first.
35	C. Proposal Schedule (Pg. 59)	Would USAC consider extending the response date by an additional two weeks to May 28, 2024?	The deadline will not change.
36	C. Proposal Schedule (Pg. 59)	If additional questions arise based on responses or review of the RFP after this due date, how should the offeror request additional information? Would USAC consider a second or rolling Q&A period?	USAC will host a 90 minute Virtual Offeror's Conference on Wednesday, April 24, 2024, from 11:00 a.m. to 12:30 p.m. ET where USAC will provide answers to any remaining questions.
37	3. Capabilities (Pg. 62)	Which tools or software does USAC currently use or require to complete the tasks outlined in the RFP? Does USAC have any additional preferred tools outside of Microsoft Project?	USAC requires the use of: 1) our audit management web-based SharePoint portal; 2) secure file transfer protocol systems to share documentation with auditees; 3) Microsoft Project and whatever other tools software required to complete the procedures to meet the audit objectives.
38	Technical (Pg. 66)	Would USAC consider expanding the resume page limit to two pages per resume?	USAC will allow the resume page limit to expand to two pages.
39	Section B: Requirements and Scope of Work, 11. KEY PERSONNEL (page 25)	Can USAC clarify if all IT auditors will be key personnel or will IT managers and above be considered key personnel?	IT Auditors are Key Personnel for Lifeline Non-Usage Audits Task Orders only and are not currently needed in any other task orders. IT managers are not a labor category for this RFP.



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40	Section C: Instructions and Evaluation Criteria, 6. PROPOSAL CONTENT, C.2 (page 64)	The requirement states “A list of three (3) current or recently completed contracts...” – can USAC clarify / define “recent”?	Please see RFP Page 66 – Past performance information should be no older than three (3) years from the date of the solicitation.
41	Section E: Instructions and Evaluation Criteria, 6.C PROPOSAL CONTENT, C.2.a (page 64)	Does the one page limitation for “each overview” also include the items required in C.2 (i.e. client name, title, period of performance, etc.)?	No, this information could be provided on a separate page, if preferred.
42	N/A; General	Can Universal Service Administrative Company (USAC) confirm that this is a commercial item procurement?	This procurement is for professional auditing services.
43	N/A; General	Will this be a General Services Administration (GSA) Schedule procurement? If not, will USAC confirm that offerors may use their GSA Schedules to price the requirement and to support USAC’s evaluation of price reasonableness?	This is not a General Services Administration (GSA) Schedule procurement as USAC is not a federal agency. USAC expects offerors to submit the most competitive and reasonable rates possible.
44	Section B, 2. (Pg. 7)	Section 2. states: “Fixed labor rates must include all direct and indirect costs, including equipment, product support, supplies, G&A, overhead, materials, travel, labor taxes, shipping, and profit.”  Will USAC confirm Other Direct Costs (ODC) may be priced for individual task orders issued under this	Task orders are priced using fixed labor rates in the IDIQ Contract as well as estimated travel expenses based on the scope of the audits required for each awarded task order. ODC costs must be factored into the fixed labor rates as specified in the RFP.



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		Indefinite Delivery, Indefinite Quantity (IDIQ). If not, please clarify?	
45	Section C, 40. (Pg. 44)	Will USAC confirm “USAC STANDARD TERMS AND CONDITIONS PRIVACY AND SECURITY ADDENDUM” is a post-award requirement?	Contractor must comply with the privacy and security requirements and obligations found in the USAC Standard Terms and Conditions Privacy and Security Addendum at the time of Contract award.
46	USAC STANDARD TERMS AND CONDITION S, PRIVACY AND SECURITY ADDENDU M, 2. (Pgs. 49-54)	As written, the solicitation requires contractors to adhere to National Institute of Standards and Technology (NIST) 800-53, which is only applicable to Federal agencies and organizations directly operating Federal information systems. Accordingly, will USAC confirm that the appropriate requirement for the vendor’s Information Technology (IT) security requirements should instead be NIST 800-171, which is particularly relevant to private sector companies, including manufacturers, universities, and service providers that handle Controlled Unclassified Information (CUI) as part of their work with Federal agencies? To otherwise require all bidders to comply with NIST 800-53, which is inapplicable, would unfairly restrict competition and present an unreasonable barrier to entry to most eligible bidders.	The Terms & Conditions stated in the RFP are standard to all USAC Contracts. Offerors may propose modifications or exceptions to the Terms & Conditions within their proposal as instructed in Section E of the RFP. USAC will review and negotiate exceptions to the RFP if the Offeror is selected for contract award.
47	USAC STANDARD TERMS AND CONDITION S, PRIVACY AND SECURITY ADDENDU	Would USAC confirm it intends the Federal Information Security Modernization Act of 2014 (FISMA) requirements to apply only to the solution/cloud-based service providers and not the prime contractor’s baseline Information Security (IS) requirements?	USAC confirms this is not applicable to this Contract.

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	M, 2. (Pgs. 49-54)		
48	USAC STANDARD TERMS AND CONDITIONS, PRIVACY AND SECURITY ADDENDUM, 2. (Pgs. 49-54)	Please confirm that Federal Risk and Authorization Management Program (FedRAMP) Moderate and related Authority to Operate (ATO) are only required for proposed / approved software solutions, and not to the prime contractor's baseline IS requirements?	USAC confirms this is not applicable to this Contract.
49	Section E, 6., A., 4., b. (Pg. 61)	This section references "this Section E.7.A.4.b"  Please confirm this is a typo and should be Section E.6.A.4.b.	USAC confirms the typo and the reference should read Section E.6.A.4.b.
50	Section E, 6., B., 2. (Pg. 61)	This section requires the offeror provide a "technical approach to providing the services outlined in Section B."  Given the page limitations for this volume, will USAC confirm that the offeror's approach should focus only on Section B., 8. SCOPE OF SERVICES, 9. DELIVERABLES, and 10. MEETINGS, instead of all subsections in Section B.?	Offeror should provide their technical approach to providing all of the Services outlined in Section B as indicated in the RFP. The Offeror can determine how to best provide their approach by focusing on relevant sections of Section B.
51	Section E, 6., B., 4. (Pg. 62)	This section requires contact information for relevant work performed related to the experience items listed on pages 62-63. Will USAC allow offerors to provide this contact information as an appendix excluded from page count?	No, this information must be contained in Volume 3. Please see answer to Question # 40.

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52	Section E, 6., B., 4., i., j. (Pg. 63)	Will USAC exclude item i. (certification that the firm is a licensed accounting/audit firm that complies with American Institute of Certified Public Accountants [AICPA] professional standards) and item j. (most recent final external peer review report) from the page limitation?	Yes, these items can be excluded from the page limit of the Volume.
53	Section E, 6., B., 5. (Pg. 63)	Will USAC consider increasing the page limit for résumés to two pages?	Please see answer to Question # 37.
54	Section E, 6., C., 2. a. (Pg. 64)	This section notes the overview shall not exceed one page. Will USAC confirm this applies to the (i) requirement described in Subsection a, instead of (i) – (iv). If not, please clarify.	The page limit applies to the full overview of the past performance reference described in Section E.6.C.2.a. Please also see answer to Question # 40.
55	Section E, 6., C., 2. b. (Pg. 64)	This section indicates that the Universal Service Administrative Company (USAC) may provide references Past Performance Questionnaires (PPQ). As the offeror is responsible for ensuring each customer completes the PPQ, will USAC allow the offeror to distribute the PPQs instead to ensure client submission?	No, USAC will distribute the PPQs to the references provided by the Offeror. However, the offeror must ensure its proposed references complete the PPQs and return to USAC as requested.
56	Section E, 6., E., 1., a. (Pg. 65)	Will USAC confirm offerors may use a font size smaller than 12 in headers/footers?	USAC confirms.
57	Section E, 6., E., 1., d. (Pg. 65)	Will USAC confirm that graphics are not desired in offerors' proposals, since they are not able to be inserted in their native format (e.g., Adobe Illustrator)?	Graphics may be used within the Offeror's proposal at the Offeror's discretion where applicable. When used - the graphics must be readable when printed. The requirement for native format was to ensure graphs, tables and graphics were not distorted images.

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58	Section E, 7., A., 1., a. (Pg. 65)	<p>This section details the requirements based on “Technical Approach and Capabilities” (page 66), which includes different information than that requested in Sections E., 6., B., 2. and 3. (pages 61-62).</p> <p>For example, Section E., 6., B., 2. requires “an in-depth discussion of Offeror’s technical approach to providing the services outlined in Section B;” however, an in-depth technical approach to providing B.8 services is not included in Section E, 7., A., 1., a. If an in-depth technical approach is required:</p> <ol style="list-style-type: none"> <li>1. Will USAC clarify how this information will be evaluated?</li> <li>2. Will USAC consider increasing the page count?</li> </ol>	<p>USAC will evaluate Offeror’s ability to provide the Services requested in the RFP.</p> <p>Section E.7.A.1.a should state “The proposal shall include information about Contractor’s capabilities for performing the Services, including, but not limited to...”</p> <p>USAC will not increase the page limits for the Volumes.</p>
59	Section E., C., 3. (Pg. 67)	<p>This section states: “Offeror has the accounting systems and internal controls, quality assurance processes and organizational structure and experience necessary to assure that contract work will be properly performed and accurately invoiced...”</p> <ol style="list-style-type: none"> <li>1. Will USAC clarify how this information will be evaluated as certain elements (e.g., accounting systems, organizational structure) are not described in the Evaluation Factors section?</li> </ol> <p>If required, where is the offeror to address this information?</p>	<p>USAC does not require an Offeror to include information about the specific accounting systems and organizational structure, etc. in the proposal. If needed, USAC will reach out for further information later.</p>
60	E., 7., A., 3. (Pg. 67)	<p>The solicitation states that USAC will evaluate price reasonableness by comparing pricing of similarly situated firms and will also evaluate realism. To enable a fair evaluation and to ensure sufficient competition, will</p>	<p>USAC will evaluate price based on the rates submitted in Attachment 2. In addition to considering the labor rates of Offerors when making the award, USAC will also evaluate whether the proposed prices are realistic (i.e.,</p>

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		USAC please revise this criteria to include a comparison of the offeror's pricing with <u>pricing for similar work completed by similarly situated firms</u> ? Simply comparing Blanket Purchase Agreement (BPA) pricing (i.e., rates) between similar firms does not offer a sound basis for reasonableness since it does not consider discounts, expertise, staffing consideration, or the myriad other factors that are included when a company develops rates/pricing for <u>comparable services</u> .	reasonably sufficient to perform the requirements) and reasonable. Proposals containing prices that are determined to be unrealistic or unreasonable will not be considered for award.
61	Attachment 4	Will USAC confirm Attachment 4 – “USAC Confidentiality Agreement” is excluded from page count and may be provided as an appendix to Volume 1?	Please see RFP Page 65 – Section E.6.E.1.g The signed RFP cover page and signed Confidentiality Agreement may be submitted in PDF format as separate attachments and will not count towards the page limits for Volumes 1–4 of the Offeror's proposal.
62	Attachment 5, 6	Will USAC confirm Attachments 5 and 6 are included for example only and offerors are not required to provide a Task Order Request Package (TORP)-level proposal?	Please see answer to Question # 23.
63		Does USAC anticipate that samples will be expanded relative to specific findings or that statistical sampling will be used and results will be projected? Or will this requirement vary from Task Order to Task Order?	This will vary from task order to task order.
64		Will workpapers created in CaseWare be compatible for upload to the portal and review by USAC?	USAC does not have CaseWare, therefore the work papers will have to be in the forms of word, pdf, excel, or mp3.
65		How large does USAC anticipate the individual task orders will be (in order for us to determine if we have the capacity to perform 12 audits concurrently).	Typically, task orders range between 7 to 16 audits in capacity.
66		Section I, Program Management (page 20) and page 9 state that kick off and status meetings, which are required	Page 9 states that USAC will not reimburse the Contractor for any travel related expenses for kick-off,

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		bi-weekly, are unpaid. Seemed odd and caught my eye as we lost some \$ on a particular contract with a fixed-fee due to excessive meetings with the FCC OIG.	status, or other meetings. Bi-weekly status meetings are conducted during the performance of an awarded task order and will be included in the NTE ceiling price of the awarded task order.
67		<p>Page 7 and Section B paragraph 2 state the following with respect to the T&amp;M rates and travel. Please clarify how the fixed T&amp;M rate can include travel expenses or please identify what travel expenses should be included in the fixed T&amp;M rate.</p> <p>Fixed labor rates must be fully loaded and include all direct and indirect costs set forth in this Section B, including equipment, product support, supplies, general and administrative expenses, overhead, materials, travel, labor, taxes, shipping, and profit. In accordance with the terms and conditions of the Contract and USAC's Travel Expenses Policy (see Attachment 3), USAC will reimburse Contractor for necessary and reasonable travel expenses incurred in performance of this request for Services. The travel expenses will be included in the NTE price of each awarded task order.</p>	Please see answer to Question # 1.
68		It is unclear if travel is a separate CLIN or if it is to be included in the T&M rates, please clarify. Is there a distinction between travel related to each Task Order and "administrative travel" for meetings?	Please see answer to Question # 1.
69		Will USAC accept negotiated GSA T&M rates, which are fully burdened?	Please see answer to Question # 42.
70		Page 9 states that USAC will not reimburse for travel to the kick off meeting, status meetings or other meetings. If the contractor or Key Personnel are not located in the Washington DC Metro area, can you please estimate the	USAC anticipates that most, if not all, meetings will be conducted virtually.

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		number of in person meetings to be held which will require unreimbursed travel expenses?	
71	General	Will USAC please provide an estimated (or maximum) contract value for the base year and the four option years?	Please see answer to Question # 16.
72	Page 5; Section A: About Us and the Work; 3. Confidentiality	This section states “Confidentiality Agreement (attached hereto as Attachment 4) which must be executed by Offeror and submitted along with any proposal for this RFP.”  Please advise if we are submitting one Agreement on behalf of the Offeror.	Yes, only one agreement is required for each Offeror.
74	Page 9; 5. Place of Performance; F.	The RFP States, “Contractor shall comply with all guidance published by the Safer Federal Workforce Task Force for all Contractor Staff during the Contract Term.”  Question: Effective May 12, 2023, President Biden revoked the executive order that required Federal Government contractors to comply with COVID safety protocols. Would USAC consider deleting these Safer Federal Workforce Task Force provisions from the RFP?	Offeror’s proposal may identify deviations from, or revisions, exceptions, or additional terms (collectively “exceptions”) to the RFP, but only if such exceptions are clearly identified in a separate Attachment to the proposal, “Exceptions to RFP Terms.”
75	Page 11; Section 7. PERFORMANCE REQUIREMENTS – GENERAL PROVISIONS; C. Data Analytic Experience	Does USAC have preferred tools to use for the Data Analysis portion for the Audit?	USAC does not have preferred tools for data analysis portion of the audit.



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76	Page 13; Section 8. SCOPE OF SERVICES, D. Auditor Testing  Pages 17-18; Section 8. SCOPE OF SERVICES, E. Audit Program; 6. Supply Chain Audit Procedures	Will the Contractor be provided with the design architecture for the Supply Chain under test for each Task Order for analysis prior to Test?	USAC is not requesting the performance of any network scans, so the design architecture for the Supply Chain auditees for testing may not be provided. However, if the beneficiary provides the auditor with their design architecture and scan reports/documentation, the auditor should review it and make an assessment.
77	Page 25; Section 10. Meetings; D. Communication	Secure File Transfer Protocol (SFTP) is a particular protocol for transferring files. Other secure protocols, such as HTTPS, serve the same purpose. Are they allowable?	While USAC has required the use of SFTP for transferring/collecting files to and from the audited entity, USAC will consider the use of HTTPS at the task order stage if it meets our security and capacity requirements.
78	Page 54; 2. SECURITY PROVISION S, #2.20 Additional Requirements for Services in Contractor IT; Second bullet point	The RFP states, "Contractor shall implement and use Cloud Protocols in connection with the Services operated in cloud infrastructure environments provided and controlled by any third-party. USAC's receipt of the Services and Contractor's and USAC's use of the Services shall be in accordance with such Cloud Protocols."  Question: Would USAC be able to clarify whether Cloud protocols refer to the contractor's protocols?	Cloud protocols are not applicable to the Services provided in the awarded Contract.

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79	Page 63; Section E: Instructions and Evaluation Criteria; 6. Proposal Content; B. Technical Capability (Volume 2); 5. Key Personnel	<p>The RFP states, “Submit resumes for Key Personnel who may be proposed for task order performance, as an appendix (Appendix A) to the technical volume, no longer than one (1) page in length for each individual.”</p> <p>Will USAC consider increasing the page length for each individual’s resume to two (2) pages to mirror previous USAC RFPs and to allow enough space to describe each individual’s background, experience, and professional expertise?</p>	Please see answer to Question # 37.
80	Page 65; Section E: Instructions and Evaluation Criteria; 6. Proposal Content; E. Presentation and Page Limitations; 2. Page Limitation	Will USAC allow the Cover Page to be excluded from the page count for each Volume to allow sufficient space for the response?	The page limit will not change.
81	Page 65; Section E: Instructions and Evaluation Criteria; 6.	<p>“Page count, for each volume including the cover page, may not exceed the below:”</p> <p><b>Please confirm that front matter such as a Transmittal Letter, List of Acronyms, and a Table of Contents are excluded from the page count for each Volume.</b></p>	These items are optional and will not be included in the page limits for each Volume.

Q#	RFP Section	Question	Answer
	Proposal Content; E. Presentation and Page Limitations; 2. Page Limitation		
82	Page 65; Section E: Instructions and Evaluation Criteria; 6. Proposal Content; E. Presentation and Page Limitations; 1. Proposal Presentation; Item a.	Please confirm if graphics, diagrams, tables, and charts in addition to being able to be presented in a reduced font size no smaller than nine (9) point per the RFQ instructions, if they can also use Times New Roman or an Arial font type.	Times New Roman or Arial font will be accepted.
83	Page 65; Section E: Instructions and Evaluation Criteria; 6. Proposal Content; E. Presentation and Page Limitations;	Since we are instructed to submit each volume of the proposal in separate PDF attachments to a single email to <a href="mailto:procurement@usac.org">procurement@usac.org</a> , please confirm USAC's total size limitations per email.	The size limit is 25 MB.

Q#	RFP Section	Question	Answer
	1. Proposal Presentation; Item f.		
84	Page 65; Section E: Instructions and Evaluation Criteria; 6. Proposal Content; E. Presentation and Page Limitations; 2. Page Limitation - and- Page 72; Attachment 2 – Pricing Schedule	Given the three (3) page limitation for Volume 4, will USAC allow Offerors to include the "Attachment 2 - Pricing Schedule" as an Appendix in their Volume 4 - Price Proposal and have it not count towards the 3-page limit?	USAC will allow this exception.
85	Pages 65-67; Section E: Instructions and Evaluation Criteria; 7. Evaluation	If USAC will be using adjectival rating scales to determine the evaluation scores, can these rating scales be shared via an amendment?	USAC does not provide information on the evaluation methodology.
86	Page 68; Attachment 1 – Labor	The minimum education for the partner/principal auditing services, director/senior manager auditing services and manager auditing services require a CPA or CIA, while	No, USAC is not willing to reduce the CPA/CIA requirement for the positions of Manager of Audit or above. There is already a category for IT auditors that is

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	Category Descriptions	<p>they have only included a desire for CFE certification in the past. GAGAS does not have licensing or certification requirements for performance audits and performance audits often rely on specialists for completion such as, statisticians, supervision to the IT auditor staff (thus may have CISA versus CPA or CIA). In addition, the aforementioned certification requirements will result in reduced value of service to USAC as individuals with deep knowledge &amp; experience of USAC programs who have served under these Labor Categories in the past without having the forementioned certifications would not be available to USAC.</p> <p>Will USAC accept these types of specialized and USAC experienced individuals who are key to the success of task order completion to be included in these LCATs in lieu of CPA or CIA certifications?</p>	<p>associated with the CISA. The other positions can use the Senior Staff category that doesn't require a CPA/CIA certification.</p>
87	Page 68; Attachment 1 – Labor Category Descriptions	<p>The minimum education for the partner/principal auditing services, director/senior manager auditing services and manager auditing services require a CPA or CIA, while they have only included a desire for CFE certification in the past. As GAGAS does not have licensing or certifications requirements for performance audits, will these LCATs be updated to allow for more consistency with GAGAS?</p>	<p>No, these licensing certification requirements on the LCATs will not be changed.</p>
88	Pages 77-78; Attachment 4 USAC Confidentiality Agreement; #15	<p>Attachment 4 states, “The Receiving Party acknowledges and agrees that this Confidentiality Agreement is binding upon it as of the date of the signature of the Receiving Party, that any modification to this Confidentiality Agreement is binding on the Receiving Party as of the date that it signs such modified version, and that its obligations under the Confidentiality Agreement, including any modifications, continue through and</p>	<p>The language of the Confidentiality Agreement is dictated by the FCC and changes to the Confidentiality Agreement cannot be accepted at this time.</p> <p>In addition, USAC cannot accept changes to the following Terms &amp; Conditions:</p> <ul style="list-style-type: none"> <li>• #15: INDEMNITY</li> </ul>

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		<p>beyond the termination of its position as a Contractor and for as long as it has in its possession, access to, or knowledge of Confidential Information. The Receiving Party further acknowledges and agrees that USAC may, in its sole reasonable discretion, modify Appendix A and such modification(s) shall be effective and enforceable against the Receiving Party following written notice to the Receiving Party, which may be by any reasonable method, including but not limited to hand delivery, mail, courier service, email, or facsimile, and that its signature or agreement is not required for the modification to Appendix A to be effective and binding on the Receiving Party.”</p> <p><b>Question: The vendor acknowledges “Confidential Information” is an industry legal term and therefore if changes are considered, they should be mutual and not unilaterally done by USAC. Would USAC consider modifying this sentence to reflect that changes should be mutually agreed upon with the Contractor and not just at USAC’s sole reasonable discretion?</b></p>	<ul style="list-style-type: none"> <li>• One-hour notification requirement for actual or suspected Cybersecurity Incidents</li> <li>• #23: CHOICE OF LAW / CONSENT TO JURISDICTION – The Contract shall be governed by and construed in accordance with the laws of the District of Columbia</li> </ul>