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| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | | 1. CONTRACT ID CODE | PAGE OF PAGES 1 2 |
| 2. AMENDMENT/MODIFICATION NO. Amendment 0003 | 3. EFFECTIVE DATE 03/10/2017 | 4. REQUISITION/PURCHASE REQ. NO. | 5. PROJECT NO. (If applicable) | |
| 6. ISSUED BY National Endowment for the Arts, Grants & Contracts Ofc., Third Floor, Constitution Center 400 7th Street, SW, Washington, DC 20506 | | 7. ADMINISTERED BY (If other than Item 6) CODE | | |
| 8. NAME AND ADDRESS OF CONTRACTOR (No. Street, county, State and ZIP: Code) Prospective Offeror | | | 9A. AMENDMENT OF SOLICITATION NO. RFQ 17-11 | 9B. DATED (SEE ITEM 11) X 03/02/17 |
| CODE | | | 10A. MODIFICATION OF CONTRACT/ORDER NO. | |
| FACILITY CODE | | | 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 one (1) copy 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 DATA 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 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 data specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

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|--------------------------|---|
| <input type="checkbox"/> | 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 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 required to sign this document and return ___ copy to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

The purpose of SF 30 Amendment 0003 to Solicitation RFQ 17-11 AV Needs 03.30-31.2017 is to incorporate on page 2, answers to questions asked at the 03/10/17, 10am site-visit.

We look forward to receiving your quotations by 6:00pm on Monday, March 13, 2017 to HARRISL@ARTS.GOV.

Please see page 2 for complete details of 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.

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| 15A. NAME AND TITLE OF SIGNER (Type or print) | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print) Latonca M. Harris Contracting Officer | | |
| 15B. CONTRACTOR/OFFEROR | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA BY <u>Latonca M. Harris</u> (Signature of Contracting Officer) | 16C. DATE SIGNED 03/10/2017 |
| (Signature of person authorized to sign) | | | |

AMENDMENT 0003, Answers to Questions at Site Visit 03/10/17
Solicitation RFQ 17-11 AV Needs 03.30-31.2017

Please Note: In Amendment 0001, Q&A's; this adds verbiage to the "standard building procedures" to assist with having adequate time.

*Technicians can't get in the building unescorted, (1) A representative from NEA meets the technicians at the loading dock, (2) then escorts them to the main building entrance for the technicians to personally clear security (3) then escorts them back to the loading dock security area for the equipment.

Answers to 03/10/17 AV Site-Visit for March Council Conference Rooms A and B at Constitution Center

1. Laptops will be on the IT table within room.
2. Clicker for presentations will be provided in house.
3. Running audio from laptops.
4. We connect for webinar.
5. Same room set up for Thursday and Friday.
6. Friday will have 5 presentations and 2 will be presentation and performances.
7. Friday will have performances – 1) violinist, 1) singing group.
 - a. Performances will be preferably in the center of the room and will use wireless mics. We will move performances to the left of the room if receive too much mic feedback from table mics.
8. Friday will also be open to the public. Thursday will be a closed session and no webinar will be needed.
9. Internet connection is in the floor box.
10. Captioning is on the webinar via Adobe Connect. Performance most likely will be blank slide and sound on webinar.

END OF AMENDMENT