AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT	1. CONTRACT ID CODE	PAGE OF PAGES 1 | 3

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQ./PURCH REQ.#	5. PROJECT NO. (IF APPLICABLE)
P00005	SEE BLOCK 16C		

6. ISSUED BY CODE N00104
NAVAL INVENTORY CONTROL POINT
5450 CARLISLE PIKE, P.O. BOX 2020
MECHANICSBURG, PA 17055-0788

7. ADMINISTERED BY CODE N00104
SAME AS BLOCK 6
S.C. JOHNSON
CODE: 0272.5
PHONE: 717-605-1548
EMAIL: SYLVIA.JOHNSON@NAVY.MIL

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

ASAP SOFTWARE EXPRESS, INC.
ATTN: FEDERAL SALES
850 ASBURY DRIVE
BUFFALO GROVE, IL 60089

CODE OET53 FACILITY CODE

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10a. MODIFICATION OF CONTRACT/ORDER
N00104-02-A-ZE78
GS-35F-4027D

X 10B. DATED (SEE ITEM 13)
06/25/2002

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 ☐ 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 telegram which includes a reference to the solicitation and 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 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 date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)
N/A

13. THIS ITEM APPLIES ONLY TO THE MODIFICATION OF CONTRACTS/ORDERS AS SPECIFIED ITEM 14.

	A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: 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 SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 43.103(a)(3)
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, X is required to sign this document and return 2 copies.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (including solicitation/contract subject matter where feasible.)

THE PURPOSE OF THIS MODIFICATION IS TO MAKE ADMINISTRATIVE CHANGES TO THE BPA.

SEE PAGE 2

DISTRIBUTION:
(2) PURCHASE FOLDER
(1) CONTRACTOR
(1) linda.greenwade@navy.mil
(1) elizabeth.vonasek@navy.mil
(1) robert.spredbury@gunter.af.mil
(1) Robert.Hamrick@gunter.af.mil
(1) Adelia.Wardle@mail1.monmouth.army.mil
(1) Karen.Walzer@mail1.monmouth.army.mil
(1) LawsonD@ncr.disa.mil

Except as provided herein, all other terms and conditions of the contract remain 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)
DAVID W. BEALE FEDERAL MANAGER	R. L. KLINGER CONTRACTING OFFICER

15B. CONTRACTOR/OFFEROR	15C. DATE SIGNED	16B. UNITED STATES OF AMERICA	16C. DATE SIGNED
/s/	02/06/2004	BY R L Klinger	02/06/2004
(Signature of person authorized to sign)		(Signature of Contracting Officer)	

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT	1. CONTRACT ID CODE	PAGE OF PAGES 1 / 3

2. AMENDMENT/MODIFICATION NO.	3. EFFECTIVE DATE	4. REQ./PURCH REQ.#	5. PROJECT NO. (IF APPLICABLE)
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MECHANICSBURG, PA 17055-0788

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SAME AS BLOCK 6
S.C. JOHNSON
CODE: 0272.5
PHONE: 717-605-1548
EMAIL: SYLVIA.JOHNSON@NAVY.MIL

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

ASAP SOFTWARE EXPRESS, INC.
ATTN: FEDERAL SALES
850 ASBURY DRIVE
BUFFALO GROVE, IL 60089

CODE OET53 FACILITY CODE

9A. AMENDMENT OF SOLICITATION NO.

9B. DATED (SEE ITEM 11)

10a. MODIFICATION OF CONTRACT/ORDER
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	B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b).
X	C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF: FAR 43.103(a)(3)
	D. OTHER (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not, X is required to sign this document and return 2 copies.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (including solicitation/contract subject matter where feasible.)

THE PURPOSE OF THIS MODIFICATION IS TO MAKE ADMINISTRATIVE CHANGES TO THE BPA.

SEE PAGE 2

DISTRIBUTION:
(2) PURCHASE FOLDER
(1) CONTRACTOR
(1) linda.greenwade@navy.mil
(1) elizabeth.voneesek@navy.mil
(1) robert.spredbury@gunter.af.mil
(1) Robert.Hamrick@gunter.af.mil
(1) Adelle.Wardle@mail1.monmouth.army.mil
(1) Karen.Walzer@mail1.monmouth.army.mil
(1) LawsonD@ncr.disa.mil

Except as provided herein, all other terms and conditions of the contract remain 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)
David W. Beale Federal Manager	R. L. KLINGER CONTRACTING OFFICER
15B. CONTRACTOR/OFFEROR (Signature of person authorized to sign)	15C. DATE SIGNED 2-6-04
16B. UNITED STATES OF AMERICA BY (Signature of Contracting Officer)	16C. DATE SIGNED 2/6/04

1. The FMO POC listed in Paragraphs B.3.3 (BPA Points of Contact) and D.4.3.1 (All Sales) of the BPA is hereby changed to read as follows:

From	To
Jakki Rightmeyer	Liz Vonasek
rightmej@spawar.navy.mil	elizabeth.vonasek@navy.mil

2. The Army and DISA are now participating in the Fee Sharing Program. Paragraph D.4.3 (Fee Distribution) of the BPA is hereby updated as follows to reflect this change:

D.4.3 Fee Distribution. The Army, Air Force, DISA and Navy are participating in a fee-sharing program. The contractor shall collect the 2% ACT fee and distribute in accordance with the following procedures. Fee sharing shall be determined by the End User Agency or Service identified in the monthly Report of Sales. This field shall be notated Army, Air Force, DISA, Navy or DoD as appropriate. Do not issue fee checks until written approval is received for the Report of Sales.

D.4.3.1 ALL SALES:

The 2% ACT fee is split equally between the DoD Component whose customer places the order and the DoD Component that manages the ESI agreement. In other words, any Army, Air Force or DISA order placed against an ESI agreement managed by the Navy results in a 1% portion of the 2% fee being returned to the component's acquisition organization that placed the order (see each component's sales information herein). The Navy will retain the entire 2% fee under orders issued for Navy activities or those activities that do not collect a fee under the ESI agreements managed by the Navy. The contractor is responsible for distributing the ACT fee to all applicable Services in accordance with the instructions herein. The amount of ACT Fee due the Financial Management Office (FMO) shall be calculated at 1% for Army sales, 1% for Air Force sales, 1% for DISA sales and 2% for all other sales.

Remit ACT Fee to the Financial Management Office (FMO) by corporate or cashier's check made payable to "Treasurer of the United States". No transmittal letter is required with submission of Navy fee checks.

Checks must include the following information to ensure proper crediting of the payment:

BPA #N00104-02-A-ZE78
DoD Microsoft Enterprise Software Agreement
ACT Fee

If using overnight or express mail, send check to:

SPAWAR Systems Center Charleston, Norfolk Office
Attn: E (Liz) Vonasek
Code 645.2, Bldg V53
9456 Fourth Avenue
Norfolk, VA 23511-2130

Email a copy of the FMO check to
SPM: linda.greenwade@navy.mil

or

If using regular mail, send check to:

SPAWAR Systems Center Charleston, Norfolk Office
Attn: E. (Liz) Vonasek
Code 645.2, Bldg V53
P. O. Box 1376
Norfolk, VA 23501-1376

Mail to:
DON IT Umbrella Program Management Office
SPAWAR Systems Center, San Diego
Attn: Linda Greenwade, Code 2829
53560 Hull Street
San Diego, CA 92152-5001

D.4.3.2 ARMY SALES:

The amount of ACT Fee due the Program Executive Office (PEO), Enterprise Information Systems (EIS) shall be calculated at 1% of all Army sales.

Remit ACT Fee to PEO EIS by corporate or cashier's check made payable to "Treasurer of the United States" notated with the following information:
BPA #N00104-02-A-ZE78
SCP Fee Reimbursement

*** Checks must be accompanied by a transmittal letter to ensure proper crediting of the payment.

Send check and transmittal letter to:
Program Executive Office (PEO) Enterprise Information Systems (EIS)
Assistant Project Manager (APM), Army Small Computer Program
SFAE-PS-EI-SCP (Attn: Financial Support Group)
Fort Monmouth, NJ 07703-5605

Email a copy of the check and letter to: AMSEL-dsa-scp-CR@mail1.monmouth.army

D.4.3.3 AIR FORCE SALES:

The amount of ACT Fee due DFAS Pensacola shall be calculated at 1% for all Air Force sales.

Remit ACT Fee to DFAS Pensacola by corporate or cashier's check made payable to "Treasurer of the United States: notated with the following information:
BPA #N00104-02-A-ZE78
ESI-SW Fee Sharing

*** Checks must be accompanied by a transmittal letter that cites the applicable accounting data to ensure proper crediting of the payment.

Send check and transmittal letter to:
DFAS OPLOC/PE
Building 603-2, Code FDA-SSG
130 West Avenue, Suite A
Pensacola, FL 32508-5120

Fax or mail a copy of the check and letter to:
HQ SSG/AQPP
Financial Management
501 East Moore Drive
MAFB-Gunter Annex, AL 36114-3014
FAX: 334-416-5796

D.4.3.4 DISA SALES:

The amount of ACT Fee due DFAS Indianapolis shall be calculated at 1% of all DISA sales.

Remit ACT Fee to DFAS Indianapolis by corporate or cashier's check made payable to "Treasurer of the United States" notated with the following information:
BPA #N00104-02-A-ZE78
ESI-SW Fee Sharing

*** Checks must be accompanied by a transmittal letter that cites the applicable accounting data to ensure proper crediting of the payment.

Send check and transmittal letter to:
DFAS/ADOFA/COIN
8899 E. 56th Street
Indianapolis, IN 46249-1500

Mail a copy of the check and transmittal letter to:
Defense Information Systems Agency
Attn: Dawn Lawson, Code COGB
5600 Columbia Pike, Suite 900
Falls Church, VA 22041-2717

Or send via fax or email to:
FAX: 703-681-2782
Email: lawsond@ncr.disa.mil

3. All other terms and conditions remain unchanged.