

Special Award Conditions

Award Number: NT10BIX5570103

Amendment Number: 3

1) Grants Management: Property Management

In the CAP, NTIA and NOAA required NHA to indicate whether formal property management systems and processes have been implemented by e-Care Nevada and its prime contractor, Optica Network Technologies, LLC. If the appropriate systems and processes have been implemented, NHA was to provide a copy of e-Care Nevada's property management processes and a description of the property management system that is in place. If the system and processes have not yet been implemented, NHA was to submit dates certain for the implementation.

In your May 4 response, you identify and provide descriptions for the software packages that will be utilized by e-Care Nevada (sub-recipient) and Optica Network Technologies, LLC (contractor), but you do not address how these systems will distinguish between BTOP-funded and non-BTOP-funded assets, nor how the various systems will interface.

Accordingly, NTIA and NOAA require additional clarification about how NHA will meet its Property Management requirement, including:

1. How are the Foundation Software, Fishbowl asset management system, and Quickbooks Fixed Asset Manager module (FAM) complimentary? How do the systems interface with each other?
2. How do the various systems distinguish between BTOP and non-BTOP assets? The response states that it can do this, but no detail is provided. (Screen shots of the software would be helpful)
3. Please confirm that all assets purchased using BTOP funds including Alcatel equipment will be included in the inventory/asset management systems in use by ONT, e-Care Nevada and NHA.
4. Which of the above packages will be used by NHA to track the assets once the network has been constructed?
5. Please confirm your understanding that a full physical inventory is required every two years, rather than monthly.
6. Please confirm whether the person conducting the physical inventory will be required to sign the inventory list.
7. When will these systems be in place at each company?

No later than July 5, 2012, NHA must respond in writing to the above request for additional information. Failure to comply with the provisions of this letter may result in further action from NTIA. Please contact Max Fainberg at 202-482-0021 or mfainberg@ntia.doc.gov should you require further details about this request.

Due Date: 07/05/2012