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|--|--|---|---|--|---------------|---|--|
| <b>AMENDMENT OF SOLICITATION /<br/>MODIFICATION OF CONTRACT</b>  |  |   | 1. Solicitation Number<br><br><b>CFOPD-24-R-039</b> |  | Page of Pages |   |  |
|  |  |   |   |  | 1             | 1 (with attachments)  |  |
| 2. Amendment/Modification Number<br><br><b>Amendment No. 2</b>   |  | 3. Effective Date<br><br><b>See Box 16C</b>               |   | 4. Requisition/Purchase Request No.  |               | 5. Solicitation Caption<br><br><b>Disclosure Counsel Services</b> |  |
| 6. Issued by: Code<br><br>Office of the Chief Financial Officer (OCFO)<br>Office of Contracts<br>1100 4 <sup>th</sup> Street SW Suite E620<br>Washington, DC 20024   |  |   |   | 7. Administered by (If other than line 6)  |               |   |  |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code)<br><br><b>ALL POTENTIAL OFFERORS</b><br><br>Code Facility   |  |   |   |  |               |   |  |
|  |  |   |   | 9A. Amendment of Solicitation No.<br><b>CFOPD-24-R-039</b>   |               |   |  |
|  |  |   |   | 9B. Dated (See Item 11)<br><b>August 7, 2024</b>   |               |   |  |
|  |  |   |   | 10A. Modification of Contract/Order No.  |               |   |  |
|  |  | 10B. Dated (See Item 13)                                  |   |  |               |   |  |
|  |  | 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS |   |  |               |   |  |
| <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> 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 a <u>1</u> written copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. 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 may be made by letter or fax, provided each letter or telegram 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 APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14  |  |   |   |  |               |   |  |
| A. This change order is issued pursuant to (Specify Authority):  |  |   |   |  |               |   |  |
| B. The above numbered contract/order is modified to reflect the administrative changes.  |  |   |   |  |               |   |  |
| C. This supplemental agreement is entered into pursuant to authority of:   |  |   |   |  |               |   |  |
| D. Other (Specify type of modification and authority)  |  |   |   |  |               |   |  |
| <b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one (1) copy to the issuing office.   |  |   |   |  |               |   |  |
| 14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)<br><br><p style="text-align: center;">The above referenced solicitation to provide Disclosure Counsel Services is hereby amended to provide the OCFO responses to Offeror questions as set forth in Attachment A and changes to the Solicitation as set forth in Attachment B.</p> <p style="text-align: center;"><b>ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED</b></p> <p>Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.</p>   |  |   |   |  |               |   |  |
| 15A. Name and Title of Signer (Type or print)  |  |   |   | 16A. Name of Contracting Officer<br><br>Dorothy Whisler Fortune, Esq., CPPO, Drakus Wiggins, CPPB, CPPO or Anthony A. Stover, CPPO |               |   |  |
| 15B. Name of Contractor  |  | 15C. Date Signed  |   | 16B. District of Columbia  |               | 16C. Date Signed  |  |
| (Signature of person authorized to sign)   |  |   |   | (Signature of Contracting Officer)   |               | August 21, 2024   |  |

## **Amendment 2 – Attachment A**

### **CFOPD-24-R-039 – Disclosure Counsel Services**

**Set forth below are the District’s responses to Offeror question(s):**

Question 1. Attachment J.3, Past Performance Evaluation Form is requested to appear in the Technical Proposal and the Attachments document submission. Could you please confirm you would like these forms in both submission documents?

**Response 1. Please include Attachment J.3 Past Performance Evaluation as part of your attachments per Section L.3.5.**

Question 2. Attachment J.6 Bidder/Offer Certifications is an excel spreadsheet but requested within the Attachments document. Would the District prefer it to be uploaded separately or converted to a PDF to be included in the Attachments document?

**Response 2. Please upload the completed Attachment J.6 Bidder/Offer Certification as a PDF and include it as part of your attachments.**

**[End of Attachment A]**

## **Amendment 2 – Attachment B**

### **CFOPD-24-R-039 – Disclosure Counsel Services**

**Set forth below are the District's revisions to the Solicitation.**

1. Delete in its entirety Section M.1.1 Evaluation for Award and replace as follows:

**M.1.1** The District intends to award multiple contracts to the responsive, responsible Offerors whose offer is most advantageous to the District, based upon the evaluation factors specified. Thus, while the points in the evaluation factors indicate their relative importance, the total scores will not necessarily be determinative of the award. Rather, the total scores will guide the District in making an intelligent award decision based upon the evaluation factors that consists of a combination of experience and qualifications, pricing, and ability to meet the needs of the District.

[End of Attachment B]