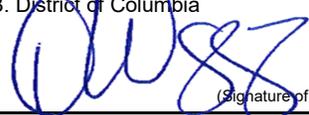


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-21-D-021		Page of Pages 1 Attachments	
2. Amendment/Modification Number Amendment No. 1	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption Information Technology Support Services		
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E610 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) ALL POTENTIAL OFFERORS		X	9A. Amendment of Solicitation No. CFOPD-21-D-021		
Code _____ Facility _____			9B. Dated (See Item 11) March 31, 2031		
			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) Administrative					
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return 1 copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) The above referenced solicitation to provide a Information Technology Support Services is hereby amended to reflect the following changes (Attachment A) and response to inquiries received (Attachment B) ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED 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.					
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer		
			Drakus Wiggins		
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia 		16C. Date Signed April 13, 2021
			(Signature of Contracting Officer)		

Attachment A

The following changes are hereby incorporated into the solicitation.

1. Sections L.3.2.1 and M.1.1 are hereby revised to replace “six (6)” with “nine (9)” to reflect that Offerors may identify all nine (9) positions and the District intends, but is not obligated, to award up to nine (9) contracts.

Attachment B

The following are responses to inquiries received.

Question 1. Is there a pre-bid conference associated with Solicitation CFOPD-21-D-021 Information Technology Services – RFP?

Response 1. No. There will be no pre-bid conference.

Question 2. Is there any incumbent?

Response 2. Yes, at present all six of these positions are on active contracts that expire and the District will provide the list of those contractors to the supplier awarded this contract.

Question 3. Please clarify if the contractor's resources would be working remote during the Covid-19 pandemic.

Response 3. At present the IDCS Support Services Analyst, the IT Operations Specialist Level 1, the Senior Business Analyst 4 and the Senior Microsoft SharePoint/PowerPlatform Developer Level 3 positions are anticipated to work from home and not required to report to the office. The OCFO will notify the supplier and the contractors if and when these positions will be required to report to the office. The two Service Desk technician positions will be reporting to the office and working remotely from the onset of the contract. Their schedule will be determined by the Service Desk manager.

Question 4. C.4.2 specifies that the onboarding of resources will be done in July 2021 and August 2021. Can you clarify if the intention is to onboard a subset of the resources in July 2021 and the remaining in August 2021? Or does the onboarding process start in July 2021 and end in August 2021?

Response 4. The IDCS Support Services Analyst (C.6.1) is a position on a contract that expires on 19-JUL-2021. The District wishes to onboard that position on this contract on/by 20-JUL-2021. The remaining positions are on a contract that expires on 14-AUG-2021. The District wishes to onboard those positions on this contract on/by 15-AUG-2021.

Question 5. C.5.1 states that the IT resources shall work at least 8 hours a day between 7:30 AM and 5:30 PM with occasional weekend or afterhours work.

Solicitation CFOPD-21-D-021
Information Technology Support Services
Amendment No. 1

- a) Please clarify if the estimated hours in the price proposal factors into these possibilities.
- b) If not, will the contractor be reimbursed for additional or over-time work performed by the contractor's resources.

Response 5 a) The hours in B.6.1 (2,080 hours for 12 months and 1,920 hours for 11 months) assume a 40-hour work week and represent the "not to exceed" hours for the base year. It includes 88 hours per 2,080 hours not normally charged because of the 11 District holidays, which provides hours for overtime hours and covers the occasional weekend or after-hours work in addition to hours not charged to the District when the contractor is on leave.

- b) The resource should be paid by the contractor for the hours worked per the contractor's policy and/or agreement with the resource. The contractor will invoice the District for the hours worked and the District, in all cases, will pay the hourly rate agreed to at contract award.

Question 6. Certain Labor Categories have a requirement for multiple personnel. In such cases are we permitted to provide resumes for each position or is the government seeking only one resume for these labor categories with multiple positions bringing the total number of resumes to 9 versus 6?

Response 6. In submitting their proposal, the bidder should provide one sample resume for each position. See Attachment A, Item 1.

Question 7. In the Price Schedule Requirements Table the hours listed for the Enterprise Resource System Planning Group and the Infrastructure Services Group Data in the Base Year is listed as 1920 whereas the other categories show 2080, is this information correct?

Response 7. See the response to question 4, which indicates one position will need to be in place in July (2080 hours at 40 hours/week) and other positions needed in August (1920 hours at 40 hours/week for eleven months). The response to question 4.A provides further details on the hours.