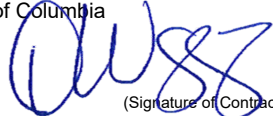


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-21-R-008		Page of Pages 1 Attachment	
		2. Amendment/Modification Number Amendment No. 1	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption Budget Book Printing
6. Issued by: Code			7. Administered by (If other than line 6)		
Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E610 Washington, DC 20024					
8. Name and Address of Contractor (No. street, city, county, state and zip code) ALL POTENTIAL OFFERORS Code Facility		X	9A. Amendment of Solicitation No. CFOPD-20-R-008		
			9B. Dated (See Item 11) November 30, 2020		
			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 Budget Book Printing is hereby amended to reflect the following response to inquiries received (Attachment A). 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  (Signature of Contracting Officer)		16C. Date Signed 12/10/2020

Attachment A

The following are responses to inquiries received.

- Question 1. We have a question regarding the timeframe allowed to print these books. I can tell you that it's physically impossible to complete this job in 12 hours from approval of proofs. Can this be clarified? At the minimum we would need 4-5 business days from the approval of hard proofs to print and perfect bind these books.
- Response 1. As stakeholders are making changes to budget numbers until the very last minute, the schedule as stated cannot be adjusted.
- Question 2. Also, are we getting final printer ready inside pages for the book or does the vendor need to set-up these pages for printing?
- Response 2. The printing contractor will be sent camera ready PDF copies of all files via FTP site. The cover design shall be finalized by the printing contractor, in consultation with the City Administrator's office. The City Administrator's office will complete a mock-up of the cover and send pdf, jpeg and text file to the printing contractor via email or FTP site. Printing contractor shall complete the design of the cover and receive final approval from OBP before production.
- Question 3. Do the text pages come already laid out to print?
- Response 3. Print ready PDFs.
- Question 4. Are they print-ready PDF's? It does not mention that we see that they need to be laid out.
- Response 4. Print ready PDFs.
- Question 5. The cover says it has changes that need to be made, will we get the final file from previous years, and what program was that done in?
- Response 5. MS Word files are sent to the printer with the text for the covers. In addition, a mock-up of the cover will be provided.
- Question 6. There are color pages on some of the books—how many color pages do you anticipate in the books that call for some color pages?
- Response 6. Go to the internet to www.cfo.dc.gov, select Budget and Revenue, then select Budget, then select Budget Book and Capital Plan, select FY 2021 Budget Documents (all six volumes are here for viewing). The number of color pages will not change much from FY 2021.

Question 7. It is mentioned that there are 3 color photos and then it also mentions there are 5/color photos—are these all just 4/color photos?

Response 7. Yes.

Question 8. There is also a clause in the contract that says that all volumes are due within 12 hours of final files delivered to the printer—does that mean Saturday and Sundays also?

Response 8. Yes, this means 24 hours per day including Saturdays and Sundays. Note, per Section B, pricing shall be all inclusive.

Question 9. Are all books OK'd at the same time or are they staggered?

Response 9. The submission of volumes is staggered.

Question 10. Will we know if we are going to have OK's on a Saturday or Sunday? This is out of the ordinary.

Response 10. The contractor will be notified in advance when weekend work is involved.

Question 11. There are color slip sheets that need to be put in some of the books—how many are there in each book and we will be indicated where to put them?

Response 11. Each dividing page that needs to be color will be identified in the PDF file.

Question 12. To The cover calls for 100# gloss cover—it says that the covers print 4/color plus ACG/zero—what does ACG mean? If these books are being printed digitally, then there is no need to coat or varnish the covers.

Response 12. Advanced color design.

Question 13. Volume 6 says no printing—just bookmarked and included with the files for the website.

Response 13. A PDF file is sent to the printer for bookmarking and the bookmarked file is sent back to the Office of Budget and Planning to post to the website (visit the website).

Question 14. When do you anticipate that these books will take place?

Response 14. The Mayor's budget to the Council is due on March 31, 2021.

Question 15. Do we know who had this contract last?

Response 15. Balmar Inc./HBP Inc.