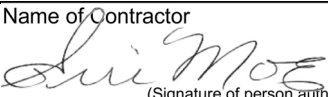
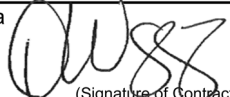


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Contract Number		Page of Pages		
		CFOPD-22-C-021		1	Attachment A & B	
2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption			
Modification 15	See 16 C below		OCFO Staff Augmentation Managed Services Provider			
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, S.W. Suite E620 Washington, D.C. 20024 202-442-7012 (main)						
8. Name and Address of Contractor (No. street, city, county, state and zip code) OST, Inc. 2101 L Street, NW, Suite 800 Washington, DC 20037 T 703-462-8736 C 202-271-4952 Brian Cole, Vice President BCole@ostglobal.com		9A. Amendment of Solicitation No.				
		9B. Dated (See Item 11)				
		X	10A. Modification of Contract/Order No.		CFOPD-22-C-021	
			10B. Dated (See Item 13)		April 18, 2022	
Code	Facility					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS						
<input 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 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 _____ copies 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						
X	A. This change order is issued pursuant to (Specify Authority): 27 DCMR Section 3601.2(c) and Section I.8 Changes of the Contract 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 (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the DC Financial Responsibility and Management Assistance Authority.					
	C. This supplemental agreement is entered into pursuant to authority of:					
	D. Other (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document or return any copies to the issuing office.						
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)						
1. The purpose of Modification No. 15 is to revise Attachment J.3, Position Descriptions to add positions as referenced in Attachment A, and to revise Attachment J.4, Price Schedule to add the rates as referenced in Attachment B. 2. Also, the purpose of Modification No. 15 is to delete Section H.13 Special Provision Related to the COVID-19 Emergency in its entirety. 3. All other terms and conditions shall 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				
Eric Moe, Sr. Contracts Manager		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)	5 April 23	 (Signature of Contracting Officer)	04/07/2023			

Attachment A

CLIN	F101, F201, F301, F401
Agency	Tax Revision Commission
Title	Public Meeting Facilitator
Description:	Facilitates public meetings of the Tax Revision Commission, serving as master of ceremonies and encouraging constructive dialogue.
Duties and Responsibilities:	<p>The Contractor shall perform the following duties and responsibilities:</p> <ol style="list-style-type: none"> 1. The Commission has scheduled public meetings and listening sessions on April 20, May 1, May 4, and May 6 2. These sessions will be a mix of virtual and in-person. 3. The Public Meeting Facilitator will provide the following: <ol style="list-style-type: none"> a. support to the Commission for development of meeting objectives and success measures b. advice to Commission staff on the overall design and format of meetings c. coordinate with Commission staff to support marketing and convening of community participants d. participate in a pre-meeting(s) to finalize the design of the meetings, the run-of-show, and tailoring of messaging for target audiences e. conduct limited research and materials for review to prepare for the meeting(s) f. serve as master of ceremonies throughout each meeting to engage members of the public and Commission members in discussion of issues g. create a welcoming environment for all participants h. troubleshoot meeting flow and help solve problems in real-time i. participate in debriefing sessions after each meeting to support progress towards outcomes j. Throughout the process, the Facilitator will work closely with the Commission Chair and staff; the Chair will formally lead the meetings. k. The Commission staff will be responsible for note-taking,

	documentation of feedback and recommendations, as well as managing meeting technology.
Education:	1. Bachelor's degree (masters or higher preferred)
Qualifications:	<p>Experience: Minimum 10+ years of experience as a facilitator in the public sector</p> <ol style="list-style-type: none">1. Experience designing public "town-hall" type meetings and other convenings on high-profile public policy issues2. Experience managing large public meetings3. Experience working with diverse audiences4. Experience leading civic engagement efforts in Washington DC <p>Skills:</p> <ol style="list-style-type: none">1. Compelling public speaker2. Strong conflict resolution skills3. Calm under pressure4. Understanding of fiscal and economic policy5. Knowledge of DC policy landscape6. Solid understanding of racial equity and inclusion and ability to create welcoming environment for diverse audiences

Attachment B

ATTACHMENT J.4, PRICE SCHEDULE - NTE HOURLY RATES

B.5.1 PRICE SCHEDULE – NTE Hourly Rates – REQUIREMENTS

B.5.1.1 OPTION PERIOD ONE

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Tax Revision Commission</i>				
F101	Public Meeting Facilitator	1	2080	\$267.37

B.5.1.2 OPTION PERIOD TWO

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Tax Revision Commission</i>				
F201	Public Meeting Facilitator	1	2080	\$272.72

B.5.1.3 OPTION PERIOD THREE

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Tax Revision Commission</i>				
F301	Public Meeting Facilitator	1	2080	\$278.17

B.5.1.4 OPTION PERIOD FOUR

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Tax Revision Commission</i>				
F401	Public Meeting Facilitator	1	2080	\$283.73