

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-25-R-006		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 Financial Advisory Services
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E620 Washington, DC 20024		Code	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 Code Facility		X	9A. Amendment of Solicitation No. CFOPD-25-R-006		
			9B. Dated (See Item 11) January 6, 2025		
			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 checked="" 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 Financial Advisory Services is hereby amended to reflect the following changes (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, CPPB, CPPO		
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia		16C. Date Signed
			Drakus Wiggins (Signature of Contracting Officer)		01/16/2025

Attachment A

The following changes are hereby incorporated into the solicitation.

1. Section L.12 is hereby incorporated into the solicitation as follows:

L.12 GATEWAY UPLOAD OF PROPOSALS

L.12.1 The Offeror shall submit its proposal in Zip folders or individual files uploaded to the Gateway portal in parts as:

1. the Technical Proposal Zip folder or file with content per Section L.3.2,
2. the Price Proposal Zip folder or file with content per Section L.3.3,
3. a Redacted Proposal Copy Zip folder or file pursuant to Section L.3.4, and
4. the Attachments Zip folder or file pursuant to Section L.3.5.

L.12.2 The Offeror shall not include pricing information in its technical proposal, nor must technical information be in the pricing proposal.

L.12.3 All documents should be in a .pdf file. The District will not be responsible for corruption of any file submitted. All Zip folders or files should be conspicuously named with the company name, solicitation number, and content description. See the format below:

“ABCCo.CFOPD-20-R-000Technical Proposal”

“ABCCo.CFOPD-20-R-000Price Proposal”

“ABCCo.CFOPD-20-R-000Redacted Proposal”

“ABCCo.CFOPD-20-R-000Attachments”

L.12.4 To upload to the Gateway portal:

1. Login,
2. Click “View” on the Public Solicitation
3. Click “Register as a Respondent”
4. Click “Solicitations” tab, “My Solicitations”
5. Click “View” on the solicitation
6. Under the Response Status section, complete “Indicate your organization's response status”, then click “Submit”
7. Upload solicitation response in the My File section – **Note: Uploads cannot be deleted or replaced, and each file size should not be larger than 1GB**

L.12.5 If your company does not already have a Gateway Login Account, at <https://dc.cobblestonesystems.com/gateway/>, navigate to the Document Library tab and download the “CobbleStone Vendor Self-Registration Guide” for credentials to Login to the Gateway. **The response due date will not be changed while an offeror receives Gateway Login credentials.**