

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number		Page of Pages	
		CFOPD-26-R-040		1	Attachment
2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption		
Amendment No. 2	See Box 16C		OCFO Staff Augmentation Managed Service 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 SW Suite E620 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-26-R-040		
			9B. Dated (See Item 11) April 23, 2026		
			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 OCFO Staff Augmentation Managed Service Provider is hereby amended to 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 CPPB, CPPO			
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)		Drakus Wiggins (Signature of Contracting Officer)		04/30/2026	

Attachment A

The following are responses to inquiries received.

Question 1. Can you please highlight the changes that were made to this solicitation from the initial solicitation?

Response 1. The major differences in this solicitation compared to Solicitation No. CFPOD-26-R-024 are that the base period NTE is \$40M, a 60-day transition plan is required, the base period is anticipated to begin 10/1/26 or soon thereafter, the CBE subcontracting requirement is 50%, and a new Attachment J.9 Subcontracting Plan form is provided.

Question 2. Can you please provide a copy of the 4/27/2026 pre-bid conference presentation and recording (if applicable)?

Response 2. The pre-proposal conference presentation is enclosed, but there is no recording.

Question 3. Is this a new contract or renewal of an existing contract?

Response 3. This solicitation is to replace an existing contract that includes no further options to extend.

Question 4. If there is an existing contract, could you please share the names of the current vendors and their pricing?

Response 4. The current contract can be downloaded from online at the following link by searching the incumbent contractor, OST, Inc. Link – <https://dc.cobblestonesystems.com/public/default.aspx>.

Question 5. In order to be considered responsive for this solicitation, is it mandatory to bid on all positions?

Response 5. The Attachment J.4 Price Schedule is not required to be submitted with the proposal. Section L.3.3 requires a narrative and proposed MSP Fee percentage as the Offeror's Price Proposal. The District will apply the awarded contractor's MSP Fee percentage to the final price schedule for the resultant contract. The awardee will be required to provide all of the positions in the contract. An exception to this requirement is unacceptable.

Question 6. What is the estimated budget for this contract?

Response 6. The budget amounts are listed under Section B.6.3 of the solicitation.

Question 7. Is it mandatory to subcontract?

Response 7. Only CBEs certified as a small business enterprise, local business enterprise, or disadvantaged business enterprise performing 100% of the contract with its own organization and resources do not have to comply with the subcontracting requirements. Otherwise, subcontracting in accordance with Section H.3 is mandatory.

Question 8. Could you please provide information on the daily duration of shifts required for the necessary professions? For example, the number of hours per day?

Response 8. The typical daily shifts are eight hours.

Question 9. Section L.3.2 states that Offerors shall submit an amendment acknowledgement via the cover page of the solicitation AND the signed cover pages of the amendments. Sections L.10 states amendments must be acknowledged by (a) by signing and returning the amendment; or (b) by identifying the amendment number and date in the space for amendment(s) on the Offeror's submitted Solicitation, Offer and Award Form, page 1 of the Solicitation. Can the District please clarify how offerors should acknowledge amendments either via the solicitation cover page, the amendment cover page, or both?

Response 9. Offerors must acknowledge amendments either via the solicitation cover page or by signing and returning the amendment cover page per Section L.10.

Question 10. Could you please provide the list of holidays? Are there any mandated Paid Time Off, Vacation, etc.?

Response 10. The DC holidays schedule is available at the following link:
<https://dchr.dc.gov/node/1630311#gsc.tab=0>. The Program Manager will determine the workday schedule for resources which may include DC holidays. The Prime Contractor is responsible for complying with applicable laws regarding paid time off, vacation, etc. for resources. In accordance with Section C.2.19.3, the Prime Contractor can only invoice at the Contract rate for actual hours worked by a Resource.

Question 11. The awardee, as the MSP, will be facilitating procurement orders, as an agent on behalf of the District, for new Resources inclusive of screening and vetting Candidates that are presented to the Customer. To avoid a conflict of interest, will the District please clarify if the awarded MSP is prohibited from being a Vendor in the MSP Program?

Response 11. The Prime Contractor may provide Resources under the contract. The Prime Contractor is required to avoid a conflict of interest in accordance with the provisions of the contract.

Question 12. Would the District please confirm if it will not accept any portion of the resulting Contract from this Solicitation to be performed offshore of the United States by persons located offshore of the United States or by means, methods, or communications that, in whole or in part, take place offshore of the United States, inclusive of any access of the VMS by people who are located offshore? For example, if the VMS is hosted in the US but the development team is located in India, the development team would be accessing the VMS from offshore, would this be accepted or not?

Response 12. Although not expressly prohibited, the OCFO requires Offerors to disclose any portion of the work under the resulting Contract that they intend to perform offshore per Section L.3.2.3. The OCFO will evaluate the information pursuant to Section M in consideration of the risk.

Question 13. Would the District please confirm if it will not accept any portion of the resulting Contract from this Solicitation to be performed offshore of the United States by persons located

offshore of the United States or by means, methods, or communications that, in whole or in part, take place offshore of the United States, inclusive of where the VMS is hosted? For example, the VMS ownership may be located in the US, but the VMS is hosted, backed up, or has a fail over at an offshore hosting site, would this be accepted or not?

Response 13. See Response 12.

Question 14. Would the District please confirm if it will not accept any portion of the resulting Contract from this Solicitation to be performed offshore of the United States by persons located offshore of the United States or by means, methods, or communications that, in whole or in part, take place offshore of the United States, inclusive of the location of the ownership of the VMS? For example, the VMS may be hosted in the US but the VMS ownership may be based offshore, would this be accepted or not?

Response 14. See Response 12.

Question 15. What is the work location of the proposed candidates?

Response 15. Per Section C.5.1, resources working onsite will work at locations within the District of Columbia city limits.

Question 16. Is this a new contract, or are there any incumbents? If there is an incumbent, please provide the incumbent's name and pricing and confirm whether the incumbent is eligible to resubmit the proposal.

Response 16. See Responses 3 and 4. The incumbent is eligible to respond to this solicitation.

Question 17. Are there any pain points or issues with the current vendor(s)?

Response 17. None with the current Prime Contractor.

Question 18. Could you please share the previous spending on this contract, if any?

Response 18. See the "1 - Annual Spend by FY" document enclosed.

Question 19. Is there any mandatory subcontracting requirement for this contract? If yes, is there a specific goal for the subcontracting?

Response 19. Refer to Section H.3 and Attachment J.9, Subcontracting Plan Form regarding the mandatory subcontracting and goal requirements.

Question 20. How many positions were used in the previous contract (approximate)?

Response 20. See the "2 - Average Monthly Headcount by FY" document enclosed.

Question 21. How many positions will be required per year or throughout the contract term?

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Response 21. The OCFO estimates a similar headcount in the new contract as the current contract; however, the OCFO does not guarantee that its estimate will remain stable during the contract term.

Question 22. If the resources we provide at the time of proposal submission are unavailable at the time of a potential contract award, could vendors replace them with equally qualified resources?

Response 22. No resources are required to be provided at the time of proposal submission for this solicitation.

Question 23. Can we provide hourly rate ranges in the price proposal?

Response 23. No.

Question 24. Will the County allow mid-contract price adjustments (e.g., for agency fees or wage rates), and if so, under what conditions?

Response 24. The OCFO may consider Base Rate adjustments based on evidentiary market information in accordance with Section C.11. The Prime Contractor's MSP Fee will not change with any consideration.

Question 25. If adjustments are permitted, is there a specified mechanism (e.g., annual review, CPI-based increase, or mutual negotiation) that governs such changes?

Response 25. No.

Question 26. Should the initial proposal reflect fixed pricing for the entire term, or can adjustments be proposed in advance as part of the contract?

Response 26. The MSP Fee will be fixed for the base and option periods per Section B.6.1.2. Refer to Section L.3.3 for the Price Proposal submission instructions. Adjustments to Attachment J.4, Price Schedule will not be made in advance of the contract award.

Question 27. What are the invoice/payment terms (NET 30, NET 45, etc.) and required invoice fields?

Response 27. Refer to Section G.2 and G.3 regarding invoice payments and submittal.

Question 28. What are the reporting requirements?

Response 28. Refer to Section C.7.8 for the reporting requirements.

Question 29. Is the work entirely onsite, or is there a possibility for remote operations and performance?

Response 29. There is possibility for remote work. Program Managers will determine the requirement for resources to work onsite, remote, or hybrid as needed.

Question 30. Are resumes required at the time of proposal submission? If yes, do we need to submit the actual resumes for proposed candidates, or can we submit the sample resumes?

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Response 30. No actual or sample candidate resumes are required to be submitted in response to the solicitation.

Question 31. Will previously completed attachments will be accepted if updated to reflect the new solicitation number or should we complete the new forms?

Response 31. Previously completed attachments updated to reflect this solicitation, and the currently accurate offeror information are accepted, with the exception of Attachment J.9, which is new for this solicitation.

Question 32. Since there is no change to Attachment J.8 Past Performance Evaluation Form. We assume that Past Performance Questionnaire J.8 does not need to be recompleted. Please clarify

Question 33. Previously completed Past Performance Questionnaire J.8's are acceptable.

Question 34. Can you please confirm 51% of our team needs to live in DC?

Response 34. As a general clarification of Section I.31 and the First Source Employment Agreement Act of 1984, as amended (D.C. Official Code § 2-219.01 et seq.), if the contract award results in the creation of new jobs within the contractor's organization, the contractor must comply with the First Source Act when filling those positions. Residency verification and compliance monitoring will be conducted through the monthly electronic data submissions required by the First Source Employment Agreement executed between DOES and the contractor (Attachment J.11). For additional clarification, please contact Mr. Carlton Morrison, DOES Compliance Monitor, at 202-698-6993 or carlton.morrison@dc.gov.

Question 35. Could you please confirm whether firms with strong IT and professional staff augmentation experience, but without prior experience as a prime Managed Service Provider, are eligible to participate and be considered responsive under this RFP?

Response 35. It is a company's business decision to respond to the RFP. Lack of experience is not a factor of non-responsiveness. However, in accordance with Section M of the RFP, responses to the evaluation factors that fail to provide sufficient information, details, experience, or examples to demonstrate an approach or indication of capability of meeting the requirements or objectives for the staff augmentation managed service provider services in the RFP may be scored as low as unacceptable for evaluation factors.

Question 36. Regarding past performance requirements — are references required to reflect MSP program management experience specifically, or would demonstrated experience managing large-scale staff augmentation programs as a prime be considered sufficient to meet this criterion?

Response 36. Only references that meet the expectations of the Experience and Past Performance evaluation factor (Section M.3.1.8) would meet the rating guidelines for Acceptable (Section M.2.1).

Question 37. Is a Certificate of Insurance (COI) required at the time of proposal submission? If so, should it be endorsed to name the District of Columbia or the OCFO as an additional insured?

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Response 37. No, evidence of insurance shall be submitted as will be directed in the District's notification of award to the awardee per Section I.30.H.

Question 38. Is offshore or nearshore support permitted? Or is it required that all program support staff be based within the United States?

Question 39. See Response 12.

Question 40. Does the OCFO have any local or regional preferences, such as a preference for vendors headquartered or operating within the District of Columbia?

Question 41. No.

Question 42. Is there a specific proposal preparation checklist, compliance matrix, or submission guidelines document available to offerors to ensure all required elements are addressed?

Question 43. No. Refer to Section L.3.

Question 44. Are any notarized documents required as part of the proposal submission? If so, will electronically notarized (online/remote notarization) documents be accepted in lieu of traditional in-person notarization?

Response 44. Notarization is not required. Signatures on documents submittals must be from authorized representatives of the Offerors.

Question 45. Are resumes required as part of the proposal submission for key personnel? If so, are sample or representative resumes acceptable, or must actual committed personnel resumes be submitted? Additionally, is there a page limit per resume?

Response 45. See Response 30.

Question 46. Are digitally signed documents acceptable for the signature sheet and other required certifications, or are original wet/ink signatures required?

Response 46. Digital signatures are acceptable.

Question 47. What is the default expected work mode for placed contingent workers — onsite, hybrid, or remote?

Response 47. See Response 29.

Question 48. Are there specific labor categories or roles under this contract that are strictly required to be performed onsite at OCFO or District government facilities?

Response 48. See Response 29.

Question 49. Is there an incumbent MSP currently performing under this requirement?

Response 49. Yes, see Response 4.

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Question 50. What is the anticipated contract value, annual spend volume, and approximate headcount of contingent workers currently or expected to be supported under this program?

Response 50. See Response 6, Response 18, and Response 20.

Question 51. Will the RFP specify a minimum CBE subcontracting participation percentage?

Response 51. See Response 19.

Question 52. Is there a prescribed format or template for the technical proposal, or may offerors use their own structure? If a specific format is required, will it be included as an attachment to the RFP?

Response 52. Refer to Section L.3 for the required structure of the technical proposal and refer to Section L.12 that all documents should be in a .pdf file.

Question 53. Is there a page limit for the technical proposal, management approach, or past performance sections? If so, do attachments such as resumes, organizational charts, and sample reports count toward the page limit?

Response 53. There is no specified page limit.

Question 54. Will the contract be a single-award or multiple-award vehicle? If multiple award, how many MSP vendors does the government anticipate awarding, and how will task orders be distributed among awardees?

Response 54. The contract will be a single award per Section M.1.1.

Question 55. Are staffing suppliers required to be CBE-registered, or may non-CBE national suppliers also participate in the vendor network as long as the overall CBE utilization target is met?

Response 55. The Prime Contractor may subcontract to non-CBE subcontractors, but must comply with the Section H.3 CBE subcontracting requirements.

Question 56. Are placed workers required to be W-2 employees of the staffing supplier at all times, or are corp-to-corp (C2C) and 1099 independent contractor arrangements permissible for certain labor categories?

Response 56. Refer to Section C.5.28.