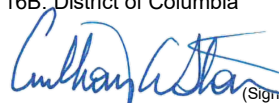


<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Solicitation Number  <b>CFOPD-25-R-026</b>		Page of Pages		
					1	1 plus Attachments A and B	
2. Amendment/Modification Number  Amendment No. 1		3. Effective Date  See Box 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption  Assurance and Compliance	
6. Issued by: Code  Office of the Chief Financial Officer (OCFO) Office of Contracts 1100 4 <sup>th</sup> Street SW Suite E620 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)  <b>ALL POTENTIAL OFFERORS</b>  Code Facility							
				9A. Amendment of Solicitation No.  CFOPD-25-R-026			
				9B. Dated (See Item 11)  March 31, 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 one (1) 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. <b>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.</b> 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 the authority of:							
D. Other (Specify type of modification and authority)							
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one (1) copy to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  <p style="margin-left: 40px;">The above referenced solicitation to provide Assurance and Compliance is hereby amended to incorporate the following changes:</p> <p style="margin-left: 40px;">A. The District's responses to Offeror questions received (Attachment A).</p> <p style="margin-left: 40px;">B. Changes to the solicitation (Attachment B).</p> <p style="text-align: center; margin-top: 20px;"><b>ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED</b></p>							
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  Anthony A. Stover, CPPO			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia  		16C. Date Signed  April 11, 2025	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

## **Attachment A**

### **CFOPD-25-R-026 – Assurance and Compliance**

**Set forth below are the District's response to Offeror questions:**

1. Section C.1 states "The Contractor and staff shall be Certified Public Accountants (CPA)." If the Contractor is a certified public accounting firm, do all staff assigned to the engagement have to be CPA's?

**Response: No. All of the Contractor's staff is not required to be CPAs. Please see the revision to Section C.1 in Attachment B.**

2. Section L.3.2 III b: Experience and Past Performance says experience will be considered within the past seven years but later in the paragraph says 5 years. Please advise.

**Response: For clarity, past performance and experience is based on seven years of experience. However, five years must be recent, such as 2024, 2023, 2022, 2021 and 2020, to ensure that the latest regulations are understood and implement in work performance. Please see revision to Section L.3.2 III (b) in Attachment B.**

3. Section M3. Evaluation Factors say Technical Proposal is worth 80 points; however, Section M.3.1 says 70 points. Please advise.

**Response: Please see revision in Attachment B**

## **Attachment B**

### **CFOPD-25-R-026 – Assurance and Compliance**

**1. Section C.1 is hereby deleted and replaced with the following:**

The District of Columbia Office of the Chief Financial Officer, Office of Contracts, on behalf of Government Services Cluster (GSC) (the “District”) is seeking a Contractor to provide an independent and objective assurance and compliance services related to Federal Acquisition Relations Part 31 as it applies to US DOT Federal Highway Administration (FHWA) and American Association of State Highways and Transportation Officials (AASHTO) Uniform Audit and Accounting Guide implementation designed to add value and improve OCFO’s internal controls and financial stewardship. **The Contractor and or Firm shall be Certified Public Accountants (CPA).**

**2. Section L.3.2 III(b) is hereby deleted and replaced with the following:**

#### **III. Section: Experience and Past Performance**

- a. Overall quality, extent and relevance of the experience of the Contractor’s firm and Key Personnel during the past **five (5) years** in developing and/or managing an A&E compliance and assurance unit for a State Department of Transportation. Experience must include at a minimum, all of the following: (a) creating departmental A&E compliance policies and procedures; (b) reviewing indirect cost rate submissions for the establishment of approved preliminary and/or final overhead rates; (c) developing a framework for ensuring compliance with the FAR 31 cost principles in accordance with 23 CFR 172.9(a); (d) training audit/review staff on FAR 31 compliance; (e) creating a staffing plan for an internal or external audit unit of a Department of Transportation; and (f) attending and participating in AASHTO Internal/External Audit/Review conferences, as it relates to policies and procedure of the fifty-two (52) jurisdictions.

**3. Sections M.3, M.3.1 and M.3.2 are hereby deleted and replaced with the following:**

#### **M.3 EVALUATION FACTORS**

Proposals will be evaluated based on the following evaluation factors. The Technical Proposal shall be worth **85** points and the Price Proposal shall be worth **15** points, for a total of 100. If preference points are applicable, the maximum attainable total shall be 112.

##### **M.3.1 Technical Evaluation Factors (**85** Points Maximum)**

The technical evaluation will be subjective. The technical proposal will be scored up to the maximum possible points based on the rating guidelines. The technical proposal will be evaluated based on the following subfactors:

**1. Technical Expertise (30 Points Maximum)**

This factor evaluates the Offeror's level of technical expertise and capacity and the qualifications of the Offeror's key staff and key subcontractors to provide outstanding performance of the required services in Section C based on Offeror's information in response to Section L.3.2.3.II.

**2. Experience and Past Performance (30 Points Maximum)**

This factor evaluates the Offeror's relevant experience in services similar in size and scope as required in Section C that indicates a prospect for similar performance on the resulting contract based on Offeror's information in response to Section L.3.2.3.III.

**3. Technical Approach and Methodology (25 Points Maximum)**

This factor evaluates how complete and well defined is the Offeror's approach and methodology to provide the requirements of Section C based on Offeror's information in response to Section L.3.2.3.I.

**M.3.2 Price Evaluation Factor (15 Points Maximum)**

The price evaluation will be objective. Price evaluation will include the base period and option periods. Evaluation of option periods shall not obligate the District to exercise them. The offeror with the lowest price will receive the maximum price points. All other proposals will receive a proportionately lower total score. The following formula will be used to determine each offeror's evaluated price score:

$$\frac{\text{Lowest price proposal}}{\text{Price of proposal being evaluated}} \times \text{weight} = \text{Evaluated price score}$$