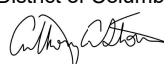


<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number		Page of Pages	
		CFOPD-21-C-022		1	Attachment A
2. Amendment/Modification Number Modification No. 1		3. Effective Date See 16 C below		4. Requisition/Purchase Request No.	
				5. Solicitation Caption Capital Asset Management Software Solution	
6. Issued by: Office of the Chief Financial Officer 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>Arcadis US, Inc.</b> 4301 North Fairfax Drive Arlington, Virginia 22203 Attn: Bhaumik Hotha, PE <a href="mailto:Bhaumik.hotha@arcadis.com">Bhaumik.hotha@arcadis.com</a>			9A. Amendment of Solicitation No.		
			9B. Dated (See Item 11)		
			10A. Modification of Contract/Order No. X CFOPD-21-C-022		
			10B. Dated (See Item 13)      March 31, 2021		
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					
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 2008					
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 27 DCMR Section 3601.3.					
C. This supplemental agreement is entered into pursuant to authority of:					
X D. Other (Specify type of modification and authority): Section I.8 and 27 DCMR 3601.2					
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
1) This Modification No. 1 adds the following to the subject contract as set forth in Attachment A: <ul style="list-style-type: none"> <li>a. Qlik Sense licenses, support, and hosting;</li> <li>b. Additional support services; and</li> <li>c. Special Provisions Related to the COVID-19 Emergency in Section H.</li> </ul> 2) Based on the above additions the Base Year of the subject contract is hereby increased by <b>\$73,600.00</b> from \$923,600.00 to \$997,200.00.					
<b>All other terms and conditions shall remain unchanged.</b>					
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) Bhaumik Hotha, Vice President			16A. Name of Contracting Officer Dorothy Whisler Fortune, Esq., CPPO, Drakus Wiggins, CPPB, CPPO or Anthony A. Stover, CPPO		
15B. Name of Contractor Bhaumik Hotha <small>Digitally signed by: Bhaumik Hotha DN: CN = Bhaumik Hotha email = bhaumik.hotha@arcadis.com C = AD O = Arcadis Date: 2021.10.13 15:43:13 -04'00'</small> (Signature of person authorized to sign)		15C. Date Signed 10/13/2021	16B. District of Columbia  <small>Digitally signed by Anthony A. Stover Date: 2021.10.14 17:00:50 -04'00'</small> (Signature of Contracting Officer)		16C. Date Signed

**ATTACHMENT A**

1. In Section B.4, *Price Schedule*, **ADD** the price for the **Qlik Sense** licenses, support, and hosting services as follows:

**Base Year**

Contract Line-Item No. (CLIN)	Item Description	Unit	Quantity	Unit Price	Total Price
003	Qlik Access Licenses	Each	3	\$1,960	\$5,880
004	Qlik Read Only Licenses	Each	10	\$850	\$8,500
005	Azure Hosting (6 months)	Each	1	\$2,500	\$2,500
006	Software Maintenance (6 months)	Each	1	\$1,700	\$1,700
<b>Grand Total</b>					<b>\$18,580</b>

**Option Year One**

Contract Line-Item No. (CLIN)	Item Description	Unit	Quantity	Unit Price	Total Price
103	Azure Hosting (annual)	Each	1	\$5,200	\$5,200
104	Software Maintenance (annual)	Each	1	\$3,422	\$3,422
<b>Grand Total</b>					<b>\$8,622</b>

Additional Licenses/Maintenance (Optional)

Contract Line-Item No. (CLIN)	Item Description	Unit	Unit Price
105	Qlik Access License	Each	\$2,000
106	Qlik Access Maintenance	Each	\$340
107	Qlik Read Only License	Each	\$900
108	Qlik Read Only Maintenance	Each	\$170

**Option Year Two**

Contract Line-Item No. (CLIN)	Item Description	Unit	Quantity	Unit Price	Total Price
202	Azure Hosting (annual)	Each	1	\$5,400	\$5,400
203	Software Maintenance (annual)	Each	1	\$3,550	\$3,550
<b>Grand Total</b>					<b>\$8,950</b>

**Option Year Three**

Contract Line-Item No. (CLIN)	Item Description	Unit	Quantity	Unit Price	Total Price
302	Azure Hosting (annual)	Each	1	\$5,600	\$5,600
303	Software Maintenance (annual)	Each	1	\$3,651	\$3,651
<b>Grand Total</b>					<b>\$9,251</b>

**Option Year Four**

Contract Line-Item No. (CLIN)	Item Description	Unit	Quantity	Unit Price	Total Price
402	Azure Hosting (annual)	Each	1	\$5,800	\$5,800
403	Software Maintenance (annual)	Each	1	\$3,760	\$3,760
<b>Grand Total</b>					<b>\$9,560</b>

2. **ADD** the follow *Summary Recap* in Section B:

**“B.6 PRICE SUMMARY RECAP**

Contract Period	Amount
Base Year	\$997,200.00
Option Year One	\$288,872.00
Option Year Two	\$297,608.00
Option Year Three	\$306,568.00
Option Year Four	\$315,797.00

“

3. **ADD** the following language to Section C.5, *Additional Support Services*:

“C.5.3 The Contractor shall provide a ‘MDHV Electrification Pilot Planning Study’ in accordance with the proposal at Exhibit A. The price for the study shall not exceed \$55,020.00.”

4. **ADD** the following language to Section H, *Special Contract Requirements*, of the contract:

**“H.10 SPECIAL PROVISIONS RELATED TO THE COVID-19 EMERGENCY**

H.10.1 The Contractor is required to comply with Mayor’s Order 2021-099, COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and

Grantees, dated August 10, 2021, and all substantially similar vaccine requirements including any modifications to this Order, unless and until they are rescinded or superseded. At the request of the District government, Contractors may be asked to provide certification of compliance with this requirement and/or documents and records in support of this certification. Find and view the complete Mayor's Order here: <https://coronavirus.dc.gov/healthguidance>.

- H.10.2 The Contractor is required to comply with City Administrator's Order 2021-4, Resumption of Requirement for All Persons to Wear a Mask Inside District Government Buildings and While on Duty as a District Government Employee or Contractor, dated July 30, 2021, and all substantially similar mask requirements including any modifications to this Order, unless and until they are rescinded or superseded. Find and view the complete City Administrator's Order here: <https://oca.dc.gov/page/documents-and-orders>.
- H.10.3 The Contractor can contact [vendor.relations@dc.gov](mailto:vendor.relations@dc.gov) for additional information regarding these provisions."

4. **ADD** the following document to Section J, *Attachments*, of the contract:

"J.6 Application of Mayor's Order 2021-099 to Contractors and Grantees FAQ"

*[End of Attachment A]*

Richard Dietz  
Project Manager – Capital Asset Replacement Scheduling System  
Office of the Chief Financial Office (OCFO), District of Columbia  
1350 Pennsylvania Avenue, NW, Suite 203

Arcadis U.S., Inc.  
4301 North Fairfax Drive  
Suite 530  
Arlington  
Virginia 22203  
Phone: 703 351 9100  
Fax: 703 527 2188  
[www.arcadis.com](http://www.arcadis.com)

Date: September 3, 2021

Subject: Medium-and Heavy-Duty Vehicle Fleet Electrification Pilot Asset  
Planning Study Proposal

Dear Richard,

The purpose of this memorandum is to formalize and document the scope of work for the electrification pilot asset planning study for the city of Washington, DC. This is additional working hours related to Asset analytics and data under the contract CFOPD-21-C-022, Base year, reference B.5.2a of the Contract.

### **General Scope**

The City's goal is to continue its mission of delivering efficient, affordable and convenient ways to move people and goods throughout the city and play a pivotal role in driving mobility innovation through investments and regulations. As part of this effort, the City is interested in pursuing a pilot to electrify Medium- and Heavy-Duty Vehicles (MHDV) in participating departments, in order to better understand the costs, upgrades, logistics and operational updates necessary to do so on a wider basis. The pilot will later inform the scaled implementation of the electrification roadmap and capital planning.

This study is intended to help the City understand the scope of an MHDV pilot, as well as estimate the duration, steps and costs associated with a pilot.

### **Stakeholders**

Stakeholders will include representatives from the following District of Columbia departments: OSSE, DCFEMS, MPD, and DPW.

### **Approach**

Arcadis proposes a planning study to (1) overview the types of vehicles and typical mileage in each of the participating departments; (2) identify which vehicle categories and types would be best suited for imminent transition to electric based on current operations and technologies available; (3) to design the roadmap that includes the necessary planning and engineering work, operations plans and evaluation studies to accomplish the pilot, including the estimated pilot duration; (4) to provide a cost estimate for the pilot program. Stakeholder engagement will be key to fully understanding operations and potential issues that might impact the cost and feasibility of EV adoption, or the capacity to meet HDMV MOU requirements. We will also seek to understand, leverage and avoid duplicating any prior HMDV planning efforts that the Departments may have initiated to date.

**Scope of Work**

**1.0 Project Kickoff and Stakeholder Engagement**

- a. Develop Information Request to be shared with Departments
- b. Kickoff meeting to finalize scope and project objectives with DC Gov Mgmt
- c. Conference calls with four (4) department stakeholders to discuss vehicle use, operations, constraints, EV planning work to date
- d. Bi-weekly project status calls

**2.0 High Level Assessment of Vehicle Use and Department Operations**

- a. General understanding of vehicle types, use profile, locations and mileage. The review of the vehicles and parking facilities will be conducted remotely with vehicle datasets, facility plans, power network data. Details of the data required can be found at the end of this document, Data Sources Required section.
- b. Short-term opportunities to implement EV pilot programs based on commercial status and availability of applicable HMDVs as well as HMDV vehicle applications currently amenable to EV conversion
- c. Issues, operational constraints, and facility needs potentially impacting EV adoption and meeting MOU requirement

**3.0 Road Map Development**

- a. Identification of potential EV pilot or demonstration programs for up to 4 of the Departments. Pilot study recommendations will be based on commercial status and availability of HMDVs suited for Department operational needs and implementation considerations (e.g. vehicle mileage range fits current use pattern and job performance specifications are equivalent to current ICE vehicles)
- b. High-level roadmap for a pilot to help inform the departments long-term scalable electrification requirements
- c. Identification of planning, engineering works and evaluation study needs for a pilot program, The period of the pilot could be within the range of 12 months to 24 months and the pilot will start in 2023. The pilot program timeline and scope will be determined with the Departments after Task 2 High Level Assessment. The intent of this work is to provide a detailed roadmap, schedule and financial plan to conduct a pilot.

**4.0 Pilot Study Cost Development**

- a. Budgetary cost estimates for pilot program implementation for up three departments will be developed under this task. Costs will cover the planning study, design and engineering work, construction and implementation, additional operational costs compared to the current operation, and post operation evaluation studies. The cost of the vehicles, chargers and infrastructure upgrades will be included in the construction and implementation section. As part of this analysis, project staffing, training and other considerations will also be incorporated into the operational costs section.

**5.0 Summary Report**

**Budget**

Contract Line – Item No. (CLIN)	Item Description	Unit	Estimated Quantity	Blended Hourly Rate	Not-to-Exceed Price
Table Text	Senior Analytics Consultant	Hour	262	\$210	\$55,020

Richard Dietz  
Office of the Chief Financial Office (OCFO), District of Columbia  
September 3, 2021

### **Timeline of Delivering Additional Working hours**

This pilot asset planning study will begin in September 2021 and be completed by the end of October 2021.

### **Data Sources Required**

Operational data for all medium and heavy-duty vehicles

- Telematics data
- Daily mileage
- Base site location
- Operational model: Base to other site; base back to base; base to home, etc

Site Data

- Number of parking spaces available
- Number of MHDV designated to site (cross reference to vehicles operational data) Number and type of EV charging points already installed

Power data

- Current energy provider / meter operator for site
- Current maximum import capacity (DNO)
- Current use of power – Maximum Demand\*

Costs Data

- Vehicle age
- O&M costs
- Expenses on Gas

Richard Dietz  
Office of the Chief Financial Office (OCFO), District of Columbia  
September 3, 2021

Sincerely,  
Arcadis U.S., Inc.

Yuan Shi  
Global Solution Leader – New Mobility  
Arcadis U.S., Inc.  
Email: Yuan.Shi@arcadis.com

*This proposal and its contents shall not be duplicated, used or disclosed — in whole or in part — for any purpose other than to evaluate the proposal. This proposal is not intended to be binding or form the terms of a contract. The scope and price of this proposal will be superseded by the contract. If this proposal is accepted and a contract is awarded to Arcadis as a result of — or in connection with — the submission of this proposal, Arcadis and/or the client shall have the right to make appropriate revisions of its terms, including scope and price, for purposes of the contract. Further, client shall have the right to duplicate, use or disclose the data contained in this proposal only to the extent provided in the resulting contract.*



**APPLICATION OF MAYOR'S ORDER 2021-099**  
**TO CONTRACTORS AND GRANTEES**

**Frequently Asked Questions**

(as of August 17, 2021)

This document contains answers to frequently asked questions regarding the application of the COVID-19 vaccination requirement imposed by Mayor's Order 2021-099 on certain contractors and grantees of the District government.

The date on which each question and answer was first included in the document is set forth in brackets after the text of the question, along with any dates on which the question or answer was updated.

The Office of the City Administrator will update this document periodically in response to questions received from agencies.

**Q1: What initial steps are agencies taking to implement the vaccination requirement for contractors and grantees? [08/17/2021]**

A1: Agencies should first identify the contractors and grantees of the agency that are subject to the vaccination requirement. (See the response to Q2 for a description of the activities that subject contractors and grantees to this requirement.) OCP has sent a notification to all vendors in the PASS system (including both contractors and grantees that use the system) about the Mayor's Order, and agencies that authorize grants or have independent procurement authority should send additional notice to their contractors and/or grantees using the template provided.

**Q2: Which District government contractors and grantees are subject to the Order's vaccination requirement? [08/17/2021]**

A2: The following categories of District government contractors and grantees are subject to the Order's vaccination requirements:

- a. District government contractors and grantees who provide services at District government facilities; and
- b. District government contractors and grantees whose work is regularly directed by District government employees and who have in-person contact with other persons in order to complete their work under the contract or grant.

By way of example, contracted food service workers who work at DCPS schools and contracted security personnel who work at District government buildings are subject to the requirement, because they perform their work at District government facilities. In addition, grantees under the COVID-19 Community Corps are subject to the requirement because their work is regularly directed by District government employees and the contract or grant staff have in-person contact with other individuals in order to complete their work.

In contrast, grantees who received emergency funds to maintain business operations that are unrelated to District government functions and whose operations are not directed by District

government offices are not covered by the vaccination requirement. Additionally, attorneys and consultants who perform work under a contract with an agency would likely be exempt from this requirement if all of their duties are carried out remotely. Moreover, non-profit organizations that receive grants from or through District government may be exempt if the extent of their interaction with the government is to receive and report on the use of those funds, but otherwise are not operating regularly as an extension or agent of the government.

**Q3: Are contractors or grantees required to show proof of vaccination status to enter District government facilities? [08/17/2021]**

A3: At this time, there is no requirement to provide proof of vaccination to enter District government facilities.

**Q4: How should contractors or grantees track vaccination status, weekly COVID-19 test results, and process exemptions within their organizations? [08/17/2021]**

A4: Contractors and grantees are responsible for ensuring that their eligible personnel are in compliance with the vaccine requirement outlined in Mayor's Order 2021-099, and should manage the tracking and exemption processes internally. However, the Order does not require a particular tracking system and contractors and grantees should develop a process that works for their systems and operations. There is no requirement to preemptively or regularly submit vaccination statuses, test results, or exemption requests to the District at this time.

**Q5: Is the requirement as mandated in the Mayor's Order applicable to volunteers? [08/17/2021]**

A5: The Mayor's Order applies to all agents of a grantee or contractor, including employees and volunteers.

**Q6: I am a contractor or grantee supporting the District government virtually. Does this requirement apply to my employees or me? [08/17/2021]**

A6: No, the Mayor's Order does not apply to those contractors or grantees supporting the District government in a solely virtual capacity.

**Q7: Is there a vaccination certification form for contractors or grantees to complete? [08/17/2021]**

A7: No, there is currently no requirement to preemptively or regularly send documentation to the District government.

**Q8: Will the District provide COVID-19 testing? [08/17/2021]**

A8: For information on testing options, please visit: <https://coronavirus.dc.gov/testing>.

**Q9: Grantees are not under OCP. Which agency or executive entity will provide further guidance and standardized forms for grantees should they become needed? [08/17/2021]**

A9: Standardized forms and further guidance will be disseminated from grantor agencies to grantees should they become needed.

**Q10: What records will contractors or grantees be required to maintain for a future audit to prove compliance with the Mayor's Order? [08/17/2021]**

A10: At any time, contractors or grantees may be asked by District government to certify their compliance with the vaccination requirement. Therefore, contractors and grantees should maintain and update records as necessary to be able to promptly supply this certification if requested. Grant Administrators or Contracting Officers may provide additional instructions for certifying compliance with the vaccine requirement and may request access to documents and records to audit this certification.

**Q11: Will contractors or grantees have to collect proof of vaccination/a doctor's order/negative tests and keep them on file for audits or merely employee statements? [08/17/2021]**

A11: Contractors and grantees will be required to collect proof of vaccination status, test results, and/or documentation of medical or religious exemption as part of a comprehensive auditable file.

**Q12: If one of their employees (i.e., an accountant) is not paid from the contract or grant, but works for the organization on an aspect of the funding (e.g., signature on payroll checks), and they perform work in-person, does the order apply to them? [08/17/2021]**

A12: The Mayor's Order applies to employees, agents, and subcontractors who provide goods or perform services in person in District government facilities or worksites, or who have in-person contact with other persons in order to complete their work. The following categories of District government contractors and grantees are subject to the Order's vaccination requirements:

- a. District government contractors and grantees who provide services at District government facilities; and
- b. District government contractors and grantees whose work is regularly directed by District government employees and who have in-person contact with other persons in order to complete their work under the contract or grant.

**Q13: Can a contractor or grantee impose stronger vaccination requirements for their employees? [08/17/2021]**

A13: Yes, the Mayor's Order allows private employers to impose stronger vaccination requirements on their employees, agents, or subcontractors/subgrantees, subject to applicable federal and local laws and regulations.

**Q14: What language should I include in my agency's forthcoming Request for Applications and natural agreement renewals? [08/17/2021]**

A:14: In all RFAs to be published henceforth, please include the following text:

*The grantee(s) selected in response to this Request for Applications is/are required to comply with Mayor's Order 2021-099, COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and Grantees, dated August 10, 2021, and all substantially similar vaccine requirements including any modifications to this Order, unless and until they are rescinded or superseded.*

**Q15: What language should I include in my agency's forthcoming solicitations and natural agreement renewals? [08/17/2021]**

A15: All solicitations to published henceforth should include the following text:

*The Contractor is required to comply with Mayor’s Order 2021-099, COVID-19 Vaccination Certification Requirement for District Government Employees, Contractors, Interns, and Grantees, dated August 10, 2021, and all substantially similar vaccine requirements including any modifications to this Order, unless and until they are rescinded or superseded. At the request of the District government, Contractors may be asked to provide certification of compliance with this requirement and/or documents and records in support of this certification.*

*The Contractor is required to comply with City Administrator’s Order 2021-4, Resumption of Requirement for All Persons to Wear a Mask Inside District Government Buildings and While on Duty as a District Government Employee or Contractor, dated July 30, 2021, and all substantially similar mask requirements including any modifications to this Order, unless and until they are rescinded or superseded.*

**Q16: I have another question. Who should I ask? [08/17/2021]**

A16: Please email any other questions you may have about the application of the Mayor’s Order to grantees to Kish Rusek, Grants Policy Division, at [kish.rusek@dc.gov](mailto:kish.rusek@dc.gov). For questions related to contractors, please email [vendor.relations@dc.gov](mailto:vendor.relations@dc.gov).