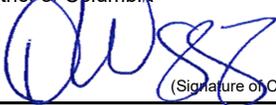


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-22-I-012		Page of Pages 1 Attachment	
2. Amendment/Modification Number Amendment No. 4	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption Stored Value Gift Cards		
6. Issued by: Code		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		X	9A. Amendment of Solicitation No. CFOPD-22-I-012		
Code Facility			9B. Dated (See Item 11) December 3, 2021		
			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 checked="" 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 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 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 Stored Value Gift Cards is hereby amended to reflect the following changes (Attachment A) and response to inquiries received (Attachment B). 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		
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia  (Signature of Contracting Officer)		16C. Date Signed 01/11/2022

Attachment A

The following changes are hereby incorporated into the solicitation.

1. Section L.2.1 is hereby amended to extend the deadline for inquiries to **January 14, 2022, 2:00PM (EST)**.
2. Section H.3.12(b) is hereby amended to extend the deadline for waiver of subcontracting to **January 27, 2022, 2:00PM (EST)**.

3. The bid due date is hereby extended to February 3, 2022, 2:00pm (EST).

4. Section C.3.1.3 is hereby deleted in its entirety and replaced as follows to confirm the contractor and the District must mutually agree on each order before the contractor is obligated to fulfill the order:

C.3.1.3 The COTR will develop the scope of each task order based on the District's needs, to include card costs and shipping costs. The Contractor shall restrict any mutual development of a task order scope to only the COTR. The District and the Contractor shall mutually agree on the specific brand, denomination, and quantity of stored value cards/gifts cards of each task order before the Contractor is obligated to fulfill the order in accordance with the terms and conditions of the Contract.

5. Section C.3.1.5 is hereby deleted in its entirety and replaced as follows to confirm the District will wire funds in order for the contractor to fulfill orders:

C.3.1.5 The Contractor shall provide the COTR, and ensure the COTR has the most updated, bank wiring instructions for the District to wire funds to the Contractor to fulfill orders in accordance with Section G.2, Payment and Section G.3, Invoice Submittal.

6. Section G.2 is hereby deleted in its entirety and replaced as follows to confirm the District will wire funds to the contractor in order for the contractor to fulfill orders:

G.2 PAYMENT

G.2.1 The District will make payments to the Contractor, at the prices stipulated in this contract, for orders, less any discounts, allowances or adjustments provided for in this contract.

G.2.2 The District will pay the Contractor via bank wiring procedures. The District reserves the right to conduct post payment reviews or audits.

G.2.3 Unless otherwise specified in this contract:

- a) Payment will be made on completion and acceptance of each item for which the price is stated in the Pricing Schedule in Section B,
- b) Payment will be made on completion and acceptance of each percentage or milestone of work in accordance with the prices stated in the Pricing Schedule in Section B, or
- c) Payment may be made on partial deliveries of goods and services accepted by the District if the Contractor requests it and the amount due on the deliveries warrants it as determined by the District.

7. Section G.3 is hereby deleted in its entirety and replaced as follows to confirm that a corresponding invoice must be submitted with a contractor executed task order, committing to the order:

G.3 INVOICE SUBMITTAL

G.3.1 The District will pay the Contractor via bank wiring procedures,

1. The Contractor shall create a proper invoice based on the COTR's scope for the task order.
2. The Contractor shall submit the invoice to the COTR with the corresponding Contractor signed task order.

Attachment B

The following are responses to inquiries received.

- Question 1. Would it be possible for me to speak with a city staff person who has presided over this assignment to learn more about what, exactly, this project entails and to vet if my firm is the right type of fit?
- Response 1. The District will not conduct a pre-bid conference; however, potential bidders can send any and all questions and comments in accordance with Section L.2. Refer to Attachment A, Item 1.
- Question 2. Please confirm on Monday that the gift card amount and funding request will be wired at the time of the gift card order. We can not afford to purchase all of the cards out of pocket and then wait to get paid from the Agency.
- Response 2. The District will wire funds in order for the contractor to fulfill orders. See Attachment A, Items 5-7.
- Question 3. We are also confused at the amounts to go on each card because when we do the division they are not round numbers. Please clarify so that we have a better understanding of what is needed.
- Response 3. The Extended Total should be calculated as follows for each card brand: (Estimated Value - (Estimated Value x Unit Price % Discount)) + (Estimated Quantity x Unit Price Service Fee).
- Question 4. What if I have questions about the CBE subcontracting requirement?
- Response 4. See Attachment A, Items 1-2 that the deadline for questions has been extended and you can refer to Amendment No. 2, Attachment B, Responses 3-7 for the District responses to related questions.
- Question 5. Would the District be willing to use our ordering platform?
- Response 5. Yes, if the ordering platform meets the terms and conditions in the solicitation without imposing additional terms and conditions.
- Question 6. Who should we email bids to?
- Response 6. Bid must be uploaded into the Gateway portal. See Attachment A, Item 3 for the extended due date. Section L.3 provides preparation and submission instructions for bids. In accordance with Section L.12, the Offeror shall submit its bid uploaded to the Gateway portal. In accordance with L.12.4, it may take two (2) business days

Solicitation No. CFOPD-22-I-012

Stored Value Gift Cards

Amendment No. 4

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to receive credentials to Login to the Gateway, but nonetheless, the response due date will not be changed while an offeror receives Gateway Login credentials. Section L.8 regarding late proposal applies to the requirement for bids uploaded to the Gateway portal.