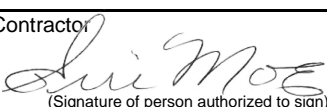
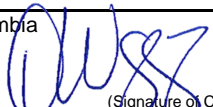


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Contract Number		Page of Pages		
		CFOPD-22-C-021		1	Attachment A & B	
2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption			
Modification 6	See 16 C below		OCFO Staff Augmentation Managed Services 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, S.W. Suite E620 Washington, D.C. 20024 202-442-7012 (main)						
8. Name and Address of Contractor (No. street, city, county, state and zip code)		9A. Amendment of Solicitation No.				
		9B. Dated (See Item 11)				
		X	10A. Modification of Contract/Order No.		CFOPD-22-C-021	
			10B. Dated (See Item 13)		April 18, 2022	
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						
X	A. This change order is issued pursuant to (Specify Authority): 27 DCMR Section 3601.2(c) and Section I.8 Changes of the Contract The changes set forth in Item 14 are made in the contract/order no. in item 10A.					
	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 the DC Financial Responsibility and Management Assistance Authority.					
	C. This supplemental agreement is entered into pursuant to authority of:					
	D. Other (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document or return any copies to the issuing office.						
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)						
1. The purpose of Modification No. 6 is to revise Attachment J.3, Position Descriptions to add the Accountant and Accounting Financial Manager positions as referenced in Attachment A, and to revise the Attachment J.4, Price Schedule to add the Accountant and Accounting Financial Manager rates as referenced in Attachment B. 2. All other terms and conditions shall 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			
Eric Moe, Sr. Contracts Manager			Drakus Wiggins, CPPB, CPPO			
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed			
OST, Inc.  (Signature of person authorized to sign)	1 November 22	 (Signature of Contracting Officer)	11/02/2022			

Attachment A

CLIN	D120, D220, D320, and D420
Title	Accountant
Duties and Responsibilities	<p>The Contractor personnel shall perform the following duties and responsibilities for the Grants Unit:</p> <ol style="list-style-type: none"> 1. Establishing procedures for accounting for the specific purpose of stimulus funds; 2. Performing analysis used to report on the use and application of stimulus funds to the Treasurer and Associate Treasurer; 3. Collaborate with OBP, OBPM, and OFOS and determine a method for stimulus funds to be recorded in the District’s general ledger; 4. Assist with setting up basic accounting methods for the team; and 5. Performing reconciliations on multiple bank accounts with incoming funds.
Education:	Bachelor’s Degree in Accounting or Finance
Qualifications:	<ol style="list-style-type: none"> 1. The Accountant shall have at least 2 years of: <ol style="list-style-type: none"> a. Demonstrated accounting experience; b. Developing procedures for accounting; c. Preparing and interpreting financial reports, statements and data; d. Performing reconciliations of accounts by selecting the proper accounting treatment; and e. Maintaining documentation for audit trails. 2. Technical Skills: <ol style="list-style-type: none"> a. Must have the aptitude for using various financial tools and software; b. Possess strong organizational skills and attention to detail; and c. Possess strong communications skills (written and verbal) in order to work with other teams.

Contract No.: CFOPD-22-C-021

Modification 6

OCFO Staff Augmentation Managed Services Provider

CLIN	D121, D221, D321, and D421
Title	Accounting Financial Manager
Duties and Responsibilities	<p>The Contractor personnel shall perform the following duties and responsibilities for the Accounting Unit:</p> <ul style="list-style-type: none">a. Assist District staff in carrying out the overall financial plans.b. Manage the close process by ensuring accounting events are properly recorded in accordance with GAAP and that all entries are reviewed and accurate prior to release by the Accounting Manager in accordance with District Policy.c. Assist with the annual financial audit and other audits by reviewing, providing and/or producing schedules and reconciliations deemed necessary to secure a clean opinion.d. Prepare and update policies and procedures for accounting processes; evaluate and improve the effectiveness of internal accounting controls; identify areas of risk; ensure compliance with policies and procedures and accounting standards.e. Participate as a change agent for the new accounting system.
Education:	Bachelor's Degree in Business Administration, Accounting or Finance CPA or MBA preferred, but not required based on work experience.
Qualifications:	<p>Accounting Financial Manager, Accounting Unit shall have a minimum of:</p> <ul style="list-style-type: none">a. Five (5) years financial and accounting work experience.b. Expert knowledge of accounting in the areas of Cash, Accounts Receivable.c. Working knowledge in the areas of Grants, Bonds, Retirement Plans and Unclaimed Property.d. Expert knowledge of generally accepted accounting principles (GAAP).e. Demonstrated experience in the use of project management skills.f. Strong analytical skills.g. Strong strategic thinking and problem-solving skills.h. Excellent written and verbal communications skills.i. Strong leadership skills.j. Advanced proficiency in MS Teams, MS Outlook, MS Office (Word, Excel, PowerPoint).k. Proficiency with Accounting/General Ledger Systems.

Attachment B

ATTACHMENT J.4, PRICE SCHEDULE - NTE HOURLY RATES

B.5.1 PRICE SCHEDULE – NTE Hourly Rates – REQUIREMENTS

B.5.1.1 OPTION PERIOD ONE

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Office of Finance and Treasury (OFT)</i>				
D120	Accountant	1	2080	\$74.81
D121	Accounting Financial Manager	1	2080	\$113.67

B.5.1.1 OPTION PERIOD TWO

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Office of Finance and Treasury (OFT)</i>				
D220	Accountant	1	2080	\$76.31
D221	Accounting Financial Manager	1	2080	\$115.94

B.5.1.2 OPTION PERIOD THREE

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Office of Finance and Treasury (OFT)</i>				
D320	Accountant	1	2080	\$77.84
D321	Accounting Financial Manager	1	2080	118.26

B.5.1.3 OPTION PERIOD FOUR

CLIN	Labor Category	Est. # of Resources	Est. # of Hours	NTE Hourly Rate
<i>Office of Finance and Treasury (OFT)</i>				
D420	Accountant	1	2080	\$79.40
D421	Accounting Financial Manager	1	2080	\$120.63