

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-19-R-015		Page of Pages 1 1	
2. Amendment/Modification Number Amendment No. 2	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption EFS Organization Change Management		
6. Issued by: Office of the Chief Financial Officer (OCFO) Office of Contracts 1100 4 th Street SW Suite E610 Washington, DC 20024		Code	7. Administered by (If other than line 6)		
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-19-R-015		
			9B. Dated (See Item 11) February 1, 2019		
			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)					
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 EFS Organization Change Management is hereby amended to: 1. Provide the District's response to Offerors' questions. (See 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 Anthony A. Stover, CPPO			
15B. Name of Contractor (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia	16C. Date Signed 2-22-19		(Signature of Contracting Officer)

Amendment 2 – Attachment A

CFOPD-19-R-015 – EFS Organization Change Management

Set forth below are the District's responses to Offerors' questions:

1. The question we have is related to J.23 – OCM – Implementation Resource Plan

Are we ok to modify, delete, or add titles in column A as we see fit to staff the project, as long as we keep the three key required staff and the structure requested in the RFP? For example, we only need to account for the following on the Operations Support Team, not both teams:

- Course Developer/Trainer - Acquire to Retire
- Course Developer/Trainer - Budget to Report
- Course Developer/Trainer - Grants Management
- Course Developer/Trainer - Order to Cash
- Course Developer/Trainer - Planning and Budgeting
- Course Developer/Trainer - Procure to Pay

Response: The Offeror may add, delete, or change the roles identified in Attachment J.23 to support their proposed staffing plan, but shall ensure that the key personnel as required in the solicitation is a part of the proposed staffing plan.

2. Is a one-week extension of the deadline possible?

Response: At this time the District will not be extending the due date.

Please Note: Upon issuance of this Amendment, no more questions will be considered for response.

[End of Questions]