


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Solicitation Number CFOPD-19-R-006		Page of Pages 1 1	
2. Amendment/Modification Number Amendment No. 1		3. Effective Date See Box 16C	4. Requisition/Purchase Request No.		5. Solicitation Caption Financial Advisory Services	
6. Issued by: Office of the Chief Financial Officer (OCFO) Office of Contracts 1100 4 th Street SW Suite E610 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) ALL POTENTIAL OFFERORS Code Facility			9A. Amendment of Solicitation No. CFOPD-19-R-006			
			9B. Dated (See Item 11) November 14, 2018			
			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 Financial Advisory Services is hereby amended to: 1. Include the OCFO responses to Offeror 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  (Signature of Contracting Officer)		16C. Date Signed 11-28-18	

Amendment 1 – Attachment A

CFOPD-19-R-006 – Financial Advisory Services

Set forth below are the District’s responses to Offeror questions:

1. Does the proposal need to contain any original signatures, or are electronic/copies of signatures permitted?

Response: Electronic/copies of signatures are acceptable.

2. Given that the technical and price proposals will be separately sealed, which package should contain the flash drive that is part of the original hardcopy (with both the technical and price proposal)?

Response: The flash drive(s) can be included in either package.

3. Due to the contract limit of \$250,000, are the CBE subcontracting provisions not required?

Response: For the contract limit of \$250,000, the CBE subcontracting provisions do not apply. However, the provisions are included in the solicitation so that the Offeror is on notice that should the limit exceed \$250,000 during the contract period, the provisions shall apply.

4. Is Section B.3.11 (all-inclusive pricing) in reference to the hourly rates, or should the proposal include separate, non-hourly pricing as well?

Response: The all-inclusive pricing refers to the hourly rates.

5. If our firm does not intend to redact any information from the proposal, are we still required to submit a separate flash drive for such purpose?

Response: No.

6. On page 56 of the RFP, Section L.1.7 states that, “The District will reject any bid or proposal that fails to include a sub-contracting plan that is required by law, pursuant to Section H.3.”

On page 22 of the RFP, Section H.3 Certified Business Enterprise Subcontracting Requirements in H.3.1 “Beneficiaries of all non-construction contracts for government-assisted projects in excess of \$250,000, unless a waiver has been approved by the Director of the Department of Small and Local Business Development in accordance with DC Code 2-218.51 are required to:

- (a) “Sub-contract at least 35% of the dollar volume to small business enterprises.”

On Page 2 of the RFP, Section B.2.1, it states that the maximum value of the contract is \$250,000. Since the contract does not exceed \$250,000 and the minority sub-contractor requirement is for contracts above \$250,000, does this mean that this RFP does not require a minority sub -contractor?

Response: See the response to Question #3.

7. The RFP response is generally limited to two or three pages per question. In addition to the two- or three-page response, can an appendix be added for tables or charts?

Response: Yes, an appendix can be added for tables or charts.

8. **Section H – Special Contract Requirements:** Section H.3.1 of the RFP states that, “Beneficiaries of all non-construction contracts for government assisted projects in excess of \$250,000, unless a waiver has been provided..., are required to: (a) Subcontract at least 35% of the dollar volume...”. Given the annual FA Contract Ceiling of not to exceed \$250,000 (as set-forth in Section B.3.4 of the RFP), would a proposer for this solicitation be exempt from the Subcontracting Requirements?

Response: Yes, as long as the contract stays at \$250,000.00 or less the requirement would not apply

9. **Section F.3.2 and Section I.31 (51% District Residents New Hires and First Source Employment Agreement:** Given maximum amount of annual contract (\$250,000), would [the Offeror] be exempt from the 51% District Residents New Hires Requirements and First Source Employment Agreement?

Response: For the contract limit of \$250,000, the “51% District Residents New Hires and First Source Employment Agreement” provisions are not applicable. However, the provisions are included in the solicitation so that the Offeror is on notice that should the limit exceed \$300,000 during the contract period, the provisions shall apply.

10. **Section K.3 Terms and Conditions Certification:** If we want to request changes to the contract terms, (1) how should we convey the requested changes for consideration? And (2) how should we respond to Terms and Conditions Certification which stipulates that the terms and conditions are agreed to “*without exception*”?

Response: If there are exceptions to the terms and conditions, the Offeror may submit them for consideration and execute Section K.3 with the caveat that exceptions are being taken.

11. **Section L.12.3 Redacted Proposal Copy:** is the offeror meant to provide a redacted copy of only the Technical proposal or both the Technical *and* Price proposal?

Response: The request for a redacted copy applies to the entire proposal (technical and price). The Offeror can determine what information, if any, needs to be redacted.

12. **Section M.3.1.2 Experience and Past Performance:** In the list of information to be included for each contract or subcontract, item “iv” is incomplete, stating, “Description of work performed, to include:”, what should be included is not specified. Please advise.

Response: This is an administrative error. Item “iv’ should state “Description of work performed.”

[End of Attachment A]