

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Contract Number CFOPD-23-C-024		Page of Pages	
				1	plus Attachments
2. Amendment/Modification Number Modification #3		3. Effective Date See 16 C below		4. Requisition/Purchase Request No.	
				5. Solicitation Caption Records Retention Services	
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street, S.W. Suite E610 Washington, D.C. 20024			7. Administered by (If other than line 6)		
8. Name and Address of Contractor (No. street, city, county, state and zip code) The Robert Bobb Group 1025 Connecticut Ave, NW, Suite 1000 Washington, DC 20006 Patrick@robertbobbgroup.com			9A. Amendment of Solicitation No.		
			9B. Dated (See Item 11)		
			10A. Modification of Contract/Order No. X CFOPD-23-C-024		
			10B. Dated (See Item 13) March 14, 2023		
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)					
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:					
X 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 one (1) copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
A. The above referenced contract for Records Retention Services is hereby modified as follows:					
1. Correct an administrative arithmetic error in Modification #1, Attachment A, Paragraph 2, Section B.6.1 – Base Year Not to Exceed Total. The total is hereby corrected from \$337,532.00 to \$348,532.00 in accordance with Attachment A.					
2. Correct an administrative error in Modification #2, Attachment A, Paragraph 1, Section B.6.1 – CLIN 0002 (Warehousing) Firm Fixed Unit Price. The unit price is hereby corrected from \$3,351.00 to \$3,351.60 , resulting in a revised Total Price for CLIN 002 of \$26,812.80 . This correction increases the Base Year Not to Exceed Total from \$308,308.00 to \$308,312.80 in accordance with Attachment A.					
B. 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) Patrick A. Bobb, Chief Operating Officer			16A. Name of Contracting Officer Anthony A. Stover, CPPO		
15B. Name of Contractor <i>Patrick A. Bobb</i> (Signature of person authorized to sign)		15C. Date Signed 12/28/2023	16B. District of Columbia <i>Anthony A. Stover</i> (Signature of Contracting Officer)		16C. Date Signed Dec 28, 2023

ATTACHMENT A

1. SECTION B.6.1 as referenced in Modification #1 is hereby deleted and replaced with the following to account for the correction of the administrative arithmetic error regarding the Base Year Not to Exceed Total:

B.6.1 BASE YEAR

Contract Line Item No. (CLIN)	Item Description	Unit	Estimated Quantity	Firm Fixed Unit Price	Total Price
0001	Develop and complete an agency-specific Record Retention Schedule, which includes multiple administrations with varying duties and responsibilities in accordance with Section C.	Each	22	\$10,545.45	\$232,000.00
0002	Warehousing	Monthly	8	\$8,379.00	\$67,032.00
0003	Supervisors	Hourly	100	\$60.00	\$6,000.00
0004	Drivers	Hourly	100	\$85.00	\$8,500.00
0005	Packers	Hourly	20	\$50.00	\$1,000.00
0006	Help	Hourly	500	\$46.00	23,000.00
0007	Specialized Facility Secured Buildout per IRS Guidelines	Each	1	\$11,000.00	\$11,000.00
	Base Year Not to Exceed Total				\$348,532.00

2. SECTION B.6.1 as referenced in Modification #2 is hereby deleted and replaced with the following to account for the correction of the administrative error regarding the unit price in CLIN 0002 (Warehousing) and the arithmetic error regarding the CLIN 0002 Total Price and Base Year Not to Exceed Total.

B.6.1 BASE YEAR

Contract Line Item No. (CLIN)	Item Description	Unit	Estimated Quantity	Firm Fixed Unit Price	Total Price
0001	Develop and complete an agency-specific Record Retention Schedule, which includes multiple administrations with varying duties and responsibilities in accordance with Section C.	Each	22	\$10,545.45	\$232,000.00
0002	<i>Warehousing</i>	<i>Monthly</i>	8	<i>\$3,351.60</i>	<i>\$26,812.80</i>
0003	Supervisors	Hourly	100	\$60.00	\$6,000.00
0004	Drivers	Hourly	100	\$85.00	\$8,500.00
0005	Packers	Hourly	20	\$50.00	\$1,000.00
0006	Help	Hourly	500	\$46.00	23,000.00
0007	Specialized Facility Secured Buildout per IRS Guidelines	Each	1	\$11,000.00	\$11,000.00
	Base Year Not to Exceed Total				\$308,312.80