

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-19-D-018		Page of Pages 1 Plus Attachments	
		2. Amendment/Modification Number Amendment No. 1	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption IT Positions
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E610 Washington, DC 20024			Code	7. Administered by (If other than line 6) Office of Finance and Treasury Government of the District of Columbia 1101 4th Street, SW Washington, DC 20024	
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-D-018	
				9B. Dated (See Item 11) February 6, 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 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 ___ 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 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 IT Positions 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, CPPB, 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 2/22/19

Attachment A

The following changes are hereby incorporated into the solicitation.

- 1. The proposal due date is extended to March 14, 2019, 2:00PM EST.**
2. Section L.3.2.1 is deleted and replaced as follows to clarify the quantity of positions that can be identified:
 - 1) For the Technical Proposal, Offerors shall clearly identify the position(s) from Section C.1 of the solicitation in its proposal that the Offeror is interested in provided in any resultant contract. Offerors may identify all five positions, multiple positions, or a single position.
3. Sections L.3.2.4.III.b-c are deleted and replaced as follows to clarify “similar in size and scope” and specify the number of forms:
 - b. The Offeror shall provide a reference list of contracts or subcontracts the Offeror has satisfactorily performed within the past five (5) years that are similar in size and scope as the required services (qualified resources) described in Section C, pursuant to Section L.3.2.1. “Similar in size and scope” is in relation to technical qualifications and job duties and responsibility; not title alone. The Offeror’s list shall include the following information for each contract or subcontract:
 - i. Contract Title
 - ii. Contract number
 - iii. Contract duration (or Period)
 - iv. Total contract value
 - v. Whether the Offeror was the prime contractor or a subcontractor
 - vi. Description of work performed, to include:
 - The position(s) filled by the Offeror
 - The length of time the Offeror’s resource(s) filled the position
 - Technical qualifications of the Offeror’s resource(s)
 - Job duties and responsibility of the position(s) including project systems, applications, and software
 - vii. Contact Person name, phone, and e-mail address

The District may contact listed references.

- c. Provide at least two (2) client completed Attachment J.8, Past Performance Evaluation Forms for each position the Offeror is interested in provided pursuant to Section L.3.2.1, from the list of references identified in response to Item (b) above. A client can complete one form and reference one or multiple positions if applicable. Nonetheless, each position must be captured on forms by two separate clients.

Attachment B

The following are responses to inquiries received.

Question 1. Will there be multiple vendors awarded under this contract or only a single vendor award?

Response 1. In accordance to Section M.1.1, the District intends, but is not obligated, to award up to five contracts which makes it possible for up to five vendors to receive an award. A single vendor or fewer than five vendors may be awarded multiple positions. Awards will be based on the evaluation factors and proposals will be evaluated on a position-by-position basis in accordance with Section M.3.

Question 2. Once awarded, will this contract allow for more labor categories as needed?

Response 2. No. If the OCIO has a need for additional labor categories, not under contract, those labor categories will be solicited separately.

Question 3. How many past performance references are needed for each labor category?

Response 3. At least two; see Attachment A, Item 2.

Question 4. Can OCFO be one of the listed past performance references?

Response 4. Yes.

Question 5. Is there an incumbent who is providing these services?

Response 5. No, these position requirements are new skill sets.

Question 6. Is there a mandatory requirement for subcontract of 35% even though a company is a small business enterprise, local business enterprise (CBE), or disadvantaged business enterprise (Section H.3.1 (a))?

Response 6. As this RFP is solicited through a set-aside program, Section H.3.2 applies if the CBE subcontracts.

Question 7. Can a company subcontract some of the work to a small business enterprise who is not a CBE?

Response 7. See Response 6.

Question 8. Do we need to submit resumes of all 5 resources with the technical proposal?

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Response 8. If an Offeror is interested in all five positions, pursuant to Section L.3.2.1, the Offeror must submit five resumes, one for each position, in accordance with Section L.3.2.4.II.c.

Question 9. When will the actual work begin?

Response 9. We anticipate work to begin in September 2019.

Question 10. Will OCFO make multiple awards or single award?

Response 10. See Response 1.

Question 11. When will contract be awarded?

Response 11. The District anticipates an award in April 2019.

Question 12. Who will be considered as the key personnel (Section H.8)?

Response 12. The District considers the Contractor personnel in the position are key personnel.

Question 13. Can we only submit proposal for less than 5 resources/positions (Section L.3.2(1)?

Response 13. No. See Attachment A, Item 2.

Question 14. How many past performance references are to be provided?

Response 14. See Response 3.

Question 15. Are we supposed to include the completed reference forms as part of the technical proposal?

Response 15. Yes, per Section L.3.2.4.III.c.

Question 16. Will OCFO consider extending the proposal due date by one week?

Response 16. Yes. See Attachment A, Item 1.