

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number CFOPD-19-C-003		Page of Pages 1   5		
2. Amendment/Modification Number Modification Nine (9)		3. Effective Date See 16 C below		4. Requisition/Purchase Request No.		5. Solicitation Caption Delinquent Debt Collection Services	
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1101 4 <sup>th</sup> Street, SW – Suite E620 Washington, DC 20024 202-442-7012 voice 202-442-6454 facsimile				Code		7. Administered by (If other than line 6)	
8. Name and Address of Contractor (No. street, city, county, state and zip code)  Harris & Harris, Ltd. 111 West Jackson Blvd. Suite 400 Chicago, IL 60604 Attn: Vince Lobianco Direct: 630-241-1605 Cell: 630-988-6948 Email: <a href="mailto:vlobianco@harriscollect.com">vlobianco@harriscollect.com</a>				9A. Amendment of Solicitation No.			
				9B. Dated (See Item 11)			
				10A. Modification of Contract/Order No.  CFOPD-19-C-003		X	
				10B. Dated (See Item 13) May 21, 2019			
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): Section F.2 "Options to extend the Term of the Contract"							
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) 27 DCMR Section 3601.2(c) and Section 1.8 of the Contract							
X							
<b>E. IMPORTANT:</b> 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  This modification has the following purposes:  A. This modification to the contract identified in Block 10A above, is hereby modified on pages 2–5.  <b>ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED</b>							
15A. Name and Title of Signer (Type or print) Sal Hazda, CEO				16A. Name of Contracting Officer Drakus Wiggins, CPPB, CPPO			
15B. Name of Contractor Sal Hazda		15C. Date Signed 7/29/22		16B. District of Columbia OW87		16C. Date Signed 08/12/2022	
(Signature of person authorized to sign)				(Signature of Contracting Officer)			

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Item 1: Sections B.3.10 through B.3.12 of the Price Schedule are hereby deleted in their entirety and replaced as follows for the following purposes:

1. Incorporate CLINs for third-party skip tracing services;
2. Increase the contract not to exceed amount for Option Year Three from \$6,791,671.31 by \$396,776.00 to \$7,188,447.31 for the cost of third-party skip tracing services; and
3. Increase the contract not to exceed amount for Option Year Four from \$7,708,641.20 by \$79,656.00 to \$ 7,788,297.20 for the cost of third-party skip tracing services.

**B.3.10 Option Year Three**

<b>Contract Line Item No. (CLIN)</b>	<b>Item Description</b>	<b>Estimated Revenue Collected</b>	<b>Contingency Fee (%) Based on Actual Collection</b>	<b>Extended Total</b>
31	Delinquent Collection Services for Debt	\$70,000,000.00	9.25%	\$6,475,000.00
32	Delinquent Collection Services for Legacy Debt	\$2,695,988.00	9.25%	\$249,378.89
33	Delinquent Collection Services for Medical Debt (Self-Pay and Balance Due Claims)	\$305,864.00	9.25%	\$28,292.42
<b>CLIN</b>	<b>Item Description</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Extended Total</b>
34	Transfer of Non-electronic Documents	2,400,000 keystrokes	\$0	\$0
35	System Maintenance	12 months	\$3,250.00	\$39,000.00
36	Inventory Skip	675,000 Hits	\$0.40	\$270,000.00
37	Forward Flow Skip	108,000 Hits	\$0.40	\$43,200.00
38	Up Front Programming & Meeting	190 Hours	\$248.00	\$47,120.00
39	On Going Programming & Meeting	135 Hours	\$248.00	\$33,480.00
40	Administrative (A&F/invoicing)	12 Months	\$248.00	\$2,976.00
<b>Option Year Three Total</b>				<b>\$7,188,447.31</b>

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**B.3.11 Option Year Four**

<b>Contract Line Item No. (CLIN)</b>	<b>Item Description</b>	<b>Estimated Revenue Collected</b>	<b>Contingency Fee (%) Based on Actual Collection</b>	<b>Extended Total</b>
41	Delinquent Collection Services for Debt	\$80,000,000.00	9.25%	\$7,400,000.00
42	Delinquent Collection Services for Legacy Debt	\$2,600,000.00	9.25%	\$240,500.00
43	Delinquent Collection Services for Medical Debt (Self-Pay and Balance Due Claims)	\$315,040.00	9.25%	\$29,141.20
<b>CLIN</b>	<b>Item Description</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Extended Total</b>
44	Transfer of Non-electronic Documents	2,400,000 keystrokes	\$0	\$0
45	System Maintenance	12 months	\$3,250.00	\$39,000.00
46	Forward Flow Skip	108,000 Hits	\$0.40	\$43,200.00
47	On Going Programming & Meeting	135 Hours	\$248.00	\$33,480.00
48	Administrative (A&F/invoicing)	12 Months	\$248.00	\$2,976.00
<b>Option Year Four Total</b>				<b>\$7,788,297.20</b>

**B.3.12 Grand Total**

<b>Period</b>	<b>Total</b>
Base Period Total	\$2,112,154.83
Option Year One Total	\$4,992,608.10
Option Year Two Total	\$5,870,488.05
Option Year Three Total	\$7,188,447.31
Option Year Four Total	\$7,788,297.20
<b>Grand Total</b>	<b>\$27,951,995.49</b>

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Item 2: The total cumulative contract value, up to and including exercised Option Year Three is hereby increased from \$19,766,922.29 by \$396,776.00 to an amount Not to Exceed \$20,163,698.29.

Item 3: Section C.4 Definitions is hereby revised to add the following terms associated with the CLINs for third-party skip tracing services:

C.4.13 Inventory Skip - All existing inventory is forwarded out for social security number (SSN) skip tracing.

C.4.14 Forward Flow Skip - Any new account received after initial Inventory Skip (listed above) sent out for SSN skip tracing.

C.4.15 Upfront Programming and Meeting - Programming needed to send files to Skip Tracing Vendors, send updated data to DC CCU and any other set-up needed to run the program. Meetings are the implementation calls centered around the set-up of the Clean Hands Skip Tracing project inclusive of the SSN Skip Tracing process.

C.4.16 On-Going Programming and Meeting - This would be applicable when implementing a new agency for the CCU and therefore having to update the existing Clean Hands Program to include the new agency(s).

C.4.17 Administrative (A&F/invoicing) - Cost associated with accounting and finance functions for monthly tracking and invoicing for the Skip Tracing project.

Item 5: Section C.9.3 is deleted in its entirety and replaced as follows to incorporate skip tracing services.

C.9.3 Skip Tracing Services

1. The Contractor shall scrub data files from agencies and update them with social security numbers (SSN) and/or Employer Identification Numbers (EIN) using two outsourced Skip Tracing Vendors (Primary and Secondary) with return results from both within 10-14 days. The Contractor shall pass this improved data file to the District for the specific use for payment, to identify accounts without Clean Hands. The Contractor will not receive collection fees on recalled accounts or offset payments.
2. The Skip Tracing project design and timeline shall be provided. The implementation of the Clean Hands Skip Tracing project shall be tracked through Monday.com and OFT shall be invited to the Board to review the Contractor's progress. The Contractor shall complete the file layout and setup to send data for SSN scrubs to both vendors.
3. The project will entail scheduled meetings for the initial programming and verification with OTR of the following items:
  - a) File layout with Scrub Results
  - b) Checklist of programming items are completed
  - c) Progress of upfront programming
  - d) File Testing

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- e) Invoice Specifications
  - f) Automation of tasks
4. Once programming and testing have been completed, the Contractor shall provide regularly scheduled files of the scrub results for OTR to upload. The Contractor shall continue to work the accounts in the CCU system and receive collection fees on any payment received. The Contractor will not receive collection fees on recalled accounts or offset payments.
5. The Contractor shall incur the costs from its Skip Tracing Vendors, include the costs of programming, maintenance and any administrative costs.
6. The Skip Tracing process shall be as follows:
- a) The Contractor shall complete a comparison to internal data. The frequency will be monthly.
  - b) The inventory shall be sent to the Primary Vendor monthly by the 10th calendar day.
  - c) Any inventory remaining that did not receive a match from the Primary Vendor will be sent monthly to the Secondary Vendor by the 17th calendar day.
  - d) A file of all qualified and updated accounts will be forwarded to OTR by the 25th calendar day of each month.
  - e) The invoicing for the results will be include in the Contractor's invoice generated the following month.