AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-19-R-015	Page of Pages	
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2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption	
Amendment No. 1	See Box 16C		EFS Organization Change Management	

6. Issued by: Code	7. Administered by (If other than line 6)
Office of the Chief Financial Officer (OCFO) Office of Contracts 1100 4th Street SW Suite E610 Washington, DC 20024	

8. Name and Address of Contractor (No. street, city, county, state and zip code)		9A. Amendment of Solicitation No. CFOPD-19-R-015
ALL POTENTIAL OFFERORS	X	9B. Dated (See Item 11) February 1, 2019
		10A. Modification of Contract/Order No.
Code Facility		10B. Dated (See Item 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ 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 __1__ 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 ☐ is not ☒ 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 OCFO responses to Offeror questions. (See Attachment A)

2. Provide Bidders List. (See 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 Anthony A. Stover, CPPO	
15B. Name of Contractor	16B. District of Columbia	16C. Date Signed
(Signature of person authorized to sign)	(Signature of Contracting Officer)	2-15-19
15C. Date Signed		

Amendment 1 – Attachment A

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

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

1.   The requirement for 750+ oracle cloud professionals can only be met by a small number of vendors, and very few that specialize in change management. Would the District consider removing this requirement?

        Response: **Since the change management Contractor will partner closely with the implementation Contractor, it is imperative to select a Contractor equally versed in the Oracle cloud applications and change management. The District has determined that this requirement ensures that offerors submitting a proposal will demonstrate significant prior Oracle cloud implementation experience.**

2.   With respect to the cloud, given that the change management needs associated with Oracle implementations do not vary significantly in cloud versus non-cloud deployments, can respondents use large public sector Oracle deployments that are outside of the cloud as representative experience?

        Response: **The change management work includes training about 900 District users. Without knowing the Oracle Cloud product, which has changed significantly in several areas, it would not be advantageous to the District's to select a Contractor with only Oracle non-cloud experience. Section M.3.1.2.1 of the RFP describes the qualifications and the points awarded based on differing criteria. A large public sector Oracle non-cloud deployment would meet the criteria for M.3.1.2.1.6, for example, but would not meet the requirement for M.3.1.2.1.5. The M.3.1.2.1.5 requirement includes either a public or a commercial Oracle Cloud implementation.**

3.   Would the District of Columbia consider a limitation of liability for direct damages? We would like to propose the following language: Except with respect to Contractor's obligations to provide indemnification pursuant to this agreement, the limit of liability shall be as follows: Contractor's liability for any damages arising out of, or related to the Agreement, whether in contract, tort or otherwise, shall in no case exceed direct damages in: (i) an amount equal to two (2) times the amount paid to the Contractor for work performed under this agreement, or (ii) two million ($2,000,000), whichever is greater.

        Response: **The District may consider this request prior to award of a contract.**

4.   Solicitation section H.11.1: "The procurement process and the obligations imposed by District of Columbia law require the Office of the Chief Financial Officer, Office of Contracts to ensure that the competitive process operates in a fair and equitable manner. The EFS Contractor and OCM Contractor are excluded from participating in the solicitation for IV&V Services expected for this project."

Will the District consider awarding the EFS Contractor and the OCM Contractor procurements to one vendor?

Response: **The District will award the EFS Implementation contract to the offer deemed to be most advantageous to the District. The same holds true for the award for the EFS Organization Change Management. It is possible, but not required, that both contracts will be awarded to the same contractor.**

5.   Solicitation section C.6.1.2.m: "Develop and conduct OCM Training. The training material will include integrated end-to-end business process and role specific end-user training."

Will the District provide a Learning Management System (LMS) for training assignments, web-based training delivery, training reporting and other training management needs for all end users?

Response: **Section C.6.5.1 of the RFP, which describes activities during Blueprinting, includes the creation of an initial training strategy and plan (C.6.5.1.x). That plan shall "identify and document tools/software needed to conduct training and develop and maintain training material." The fitness of the OCFO's LMS for use in this implementation would be part of that activity.**

6.   Solicitation section C.6.1.2.n: "Maintain training environment(s) including creating user profiles, log-in credentials and transactional and master data to support training."

Will the District provide two or more training environments to support end user training development and delivery?

Response: **During Blueprinting, the EFS Contractor, the OCM Contractor, and the District will craft an instance or environment strategy to identify the number of instances needed – and their use – during implementation and post go-live.**

7.   Solicitation section C.5.1.x.1: "Develop and conduct OCM Training. The training material will include integrated end-to-end business process and role specific end-user training."

        Does the DC OCFO have any preferred training development or delivery tools that the OCM vendor is expected to use as part of training development and delivery? (e.g., Oracle UPK, Articulate, Camtasia)

        Response: No. The Blueprinting process (C.6.5.1.x) will allow the OCM Contractor, the EFS Contractor and the District to determine the appropriate tools to be used.

8.   Solicitation section C.4.1.1: "Also included in the scope are three additional District organizations: Office of Lottery and Charitable Games, Events DC, and the United Medical Center (a nonprofit hospital)."

        Which wave of implementation will the three additional District organizations (Office of Lottery and Charitable Games, Events DC, and United Medical Center) be a part of?

        Response: During Blueprinting, the phasing of the clusters and these organizations will be determined. These three organizations currently have interfaces into the SOAR system and will need to interface into the new financial system.

9.   C.6.1.2: "f) Develop new organization structure"

        Does the District anticipate the implementation of the new organizational structure to occur simultaneously as the system is implemented?

        Response: Where the introduction of new business processes requires a new organizational structure coinciding with the implementation of the system, it may be appropriate for the new organizational structure changes to occur at implementation. In other cases, changes may precede implementation or may be implemented in phases following implementation. It is expected that the determination of the timing of organizational, process, and system changes will be part of managing and implementing change (C.6.1.2).

10.   B.1: "Identifying efficiencies leading to re-engineering the business processes supporting the new systems"

        What is the expected role of the EFS Contractor versus the OCM Contractor in re-engineering business processes and identifying efficiencies?

Response: **As members of one project team, it is expected that both the EFS Contractor and the OCM Contractor would partner with the District to identify efficiencies and re-engineer business processes. The EFS Contractor would then configure the systems based on the decisions made and the OCM Contractor would integrate those efficiencies and new processes into the training materials, job-aids and presentations.**

11. C.6.1.2.: "e) Develop Competency Framework"

    Does OCFO have existing competency models/frameworks for potentially impacted positions (i.e. business, leadership, technical)?

    Response: **The District will provide the current performance management documentation upon contract award as part of the Blueprinting process. It is anticipated in C.6.1.2.e that the OCM Contractor shall craft a competency framework based on the business processes and roles and responsibilities identified for financial accounting and reporting as well as planning and budgeting.**

12. Does the OCFO have an existing online training platform and learning management system (LMS) that is preferred and available for use during this implementation? If so, what systems are they?

    Response: **The OCFO uses MaxIT's LMS. See the response to question 5 above regarding the selection of the appropriate platform for this engagement.**

13. We have capabilities to support the EFS Organization Change Management effort but as an SBE, are not in position to prime this contract. Would you be willing to provide the list of firms that have requested an invitation or expressed interest in responding to this solicitation to allow us to introduce our capabilities to them with the hope of subcontracting and supporting a potential prime's ability to meet H.3 requirements?

    Response: **The District can only provide a list of Offeror's that were on the bidders list. Attachment B contains the list of bidders the District reached out to.**

[End of Questions]

Amendment 1 – Attachment B

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

Set forth below is the list of potential Bidders that the District reached out to for the subject RFP:

Accenture, San Jose, CA
Dave Andrews,
david.b.andrews@accenture.com
(919) 899-6227

Applications Software Technology (AST)
Naperville, Illinois
Daryl Cockerham, dcockerham@astcorporation.com
(540) 435-6238

DAZ Systems Inc., El Segundo, CA
David Hurst, dhurst@dazsi.com

Deloitte, New York, New York
Adam Rubinson, arubinson@deloitte.com
(512) 659-7181

Evolutionary Systems Corp, Woburn, MA
(Sales) business@evosysglobal.com
(617) 275-2397

IBM Corporation, Foster City, California
Gurnaik Dosanjh, dosanjhg@us.ibm.com
(661) 303-3495

Infosys Public Services, Rockville, MD
Bishr Shweikani,
bishr.shweikani@infosys.com
(202) 390 6086

Guidehouse (formerly PWC), New York, New York
Christopher McConn, cmcconn@guidehouse.com
(832) 567-6316

Oracle Consulting, Redwood Shores, CA
Patrick Dawson,
patrick.dawson@oracle.com
(860) 416-2786

KPMG LLC, New York, New York
Marcus Ryle, mryle@KPMG.com
(513) 608-1510

TreCom Systems Group
Sam Patterson,
spatterson@trecomsystems.com
(610) 328-7971