



<b>GOVERNMENT OF THE DISTRICT OF COLUMBIA</b> <b>OFFICE OF THE CHIEF FINANCIAL OFFICER</b> <b>TASK ORDER/DELIVERY ORDER FOR SERVICES</b> <b>OFFEROR TO COMPLETE BLOCKS 18A &amp; 29</b>				1. REQUISITION NUMBER		PAGE <b>1 of 52</b>		
2. TASK ORDER AGREEMENT NO.  <b>CFOPD-19-C-038</b>		3. Award/Effective Date See Box 30C	4. CONTRACTOR'S CONTRACT NUMBER <input checked="" type="checkbox"/> DCSS <input type="checkbox"/> GSA <input type="checkbox"/> Cooperative Agreement <b>CW49788</b>		5. SOLICITATION NUMBER <b>CFOPD-19-D-038</b>		6. CAPTION <b>Oracle Financials Cloud &amp; PBCS</b>	
7. PROGRAM OFFICE CONTACT (COTR): Office of Chief Financial Officer Office of Chief Information Officer 1101 4th Street, SW, W350 Washington, DC, 20024		A. NAME Jim Snight, PMP Office of Chief Information Officer Director, ERPS Systems Group		B. TELEPHONE (No Collect Calls)  (202) 442-6345		8. EMAIL:  <a href="mailto:james_snight@dc.gov">james_snight@dc.gov</a>		
9. ISSUED BY District of Columbia Office of the Chief Financial Officer Office of Management and Administration Office of Contracts 1100 4th Street, SW, Suite E620 Washington, DC 20024 (202) 442-7012			10. THIS ACQUISITION IS <input type="checkbox"/> UNRESTRICTED <input type="checkbox"/> SET ASIDE FOR <input type="checkbox"/> SMALL BUSINESS <input type="checkbox"/> SMALL DISADV. BUS. <input checked="" type="checkbox"/> DCSS <input type="checkbox"/> COG SIC:  SIZE STANDARD:		11. DELIVERY FOR FOB DESTINATION UNLESS BLOCK IS MARKED <input type="checkbox"/> SEE SCHEDULE <input type="checkbox"/> 13. RESERVED		12. PAYMENT DISCOUNT TERMS <input checked="" type="checkbox"/> SEE SCHEDULE	
15. CONTRACTOR / OFFEROR DigiDoc, Inc. 510 Florida Ave., NW Washington, DC 20001			16. PAYMENT WILL BE MADE BY  District of Columbia Government Office of the Chief Financial Officer - OMA Office of Financial Operations 1100 4th Street, SW, Suite E600 Washington, D.C. 20024					
15A. DUNS CODE 031830545		15B. TAX ID NO. 52 222-6023		14. METHOD OF SOLICITATION <input type="checkbox"/> RFTOQ <input checked="" type="checkbox"/> IFB <input type="checkbox"/> RFP <input type="checkbox"/> 2-STEP				
17. DELIVER TO Office of the Chief Financial Officer Office of the Chief Information Officer 1101 4th Street, SW, Suite W350 Washington, DC, 20024			18. ADMINISTERED BY DC Office of the Chief Financial Officer Office of the Chief Information Officer 1101 4th Street, SW, Suite W350 Washington, DC, 20024					
18A. CHECK IF REMITTANCE IS DIFFERENT AND PUT SUCH ADDRESS IN OFFER <input type="checkbox"/>				18B. SUBMIT INVOICES TO ADDRESS SHOWN IN BLOCK 16 UNLESS BLOCK BELOW IS CHECKED <input checked="" type="checkbox"/> SEE EXHIBIT D OF TASK ORDER				
19 ITEM NO.	20 SCHEDULE OF SUPPLIES/SERVICES			21 QUANTITY	22 UNIT	23 UNIT PRICE	24 AMOUNT	
	Contractor shall provide Oracle ERP Cloud and Oracle Planning and Budgeting Cloud services in accordance with the enclosed statement of work and Contract No.: CFOPD-19-C-038.			See Exhibit B.5 Price Schedule		<b>\$2,970,296.24</b>		
25. ACCOUNTING AND APPROPRIATION DATA					26. TOTAL AWARD (FOR GOVT. USE ONLY) <b>\$2,970,296.24</b>			
27. <input checked="" type="checkbox"/> CONTRACTOR IS REQUIRED TO SIGN THIS DOCUMENT AND RETURN TWO (2) COPIES TO THE ISSUING OFFICE. CONTRACTOR AGREES TO FURNISH AND DELIVER ALL ITEMS SET FORTH OR OTHERWISE IDENTIFIED ABOVE AND ON ANY ADDITIONAL PAGES SUBJECT TO THE TERMS AND CONDITIONS SPECIFIED HEREIN. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE CONTRACT IDENTIFIED IN BLOCK 4. CONTRACTOR'S PROPOSAL DATED <b>May 17th, 2019</b> IS INCORPORATED BY REFERENCE.				28. <input type="checkbox"/> AWARD OF CONTRACT:  YOUR OFFER ON SOLICITATION (BLOCK 5) INCLUDING ANY ADDITIONS OR CHANGES WHICH ARE SET FORTH HEREIN, IS ACCEPTED AS TO ITEMS: See Schedule B. THIS ORDER IS ISSUED SUBJECT TO THE TERMS AND CONDITIONS OF THE CONTRACT IDENTIFIED IN BLOCK 4.				
29A. SIGNATURE OF OFFEROR /CONTRACTOR  				30A. DISTRICT OF COLUMBIA (SIGNATURE OF CONTRACTING OFFICER)  				
29B. NAME AND TITLE OF SIGNER (TYPE OR PRINT) <b>Darryl Wiggins, CEO</b>		29C. DATE SIGNED <b>5/31/2019</b>		30B. NAME OF CONTRACTING OFFICER (TYPE OR PRINT) <b>Anthony A. Stover, CPPO</b>		30C. DATE SIGNED <b>5-31-19</b>		

**SECTION B****CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE****B.1 GENERAL INFORMATION**

The District of Columbia Office of the Chief Financial Officer, Office of Contracts, on behalf of Office of the Chief Information Officer (OCIO) (the “District”) requires the Contractor to provide a subscription for Oracle ERP Cloud and Oracle Planning and Budgeting Cloud.

**B.2 CONTRACT TYPE**

The District awards a Firm Fixed Price Task Order Contract.

**B.3 DESIGNATION OF SOLICITATION FOR THE DISTRICT OF COLUMBIA SUPPLY SCHEDULE (DCSS)**

This task order contract is designated only for certified small business enterprise (SBE) Offerors on the District of Columbia Supply Schedule (DCSS) under the provisions of the “Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005”, effective October 20, 2005 (D.C. Law 16-33; D.C. Official Code § 2-218.01 et seq.) as amended and 27 DCMR § 2100 and 2104. Offerors must be certified and have an active DCSS contract at the time of submittal.

**B.4 ALL-INCLUSIVE PRICING**

The stated Price Per Unit for each Contract Line Item Number (CLIN) shall be fixed, inclusive of all of the Contractor’s direct cost, indirect cost, and profit; including travel, material, and delivery costs. The price shall include all cost associated with the services described in and required by the Contract. The Total Estimated Price shall represent the price ceiling, fixed fee, or not to exceed amount of the Contract.

**B.5 PRICE SCHEDULE – FIRM FIXED PRICE****B.5.1 BASE YEAR**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity (per month)</b>	<b>Monthly Price</b>	<b>Extended Price</b>
0001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$326,776.80
0002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,677.68
0003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,677.68
0004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,677.68
0005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$326,776.80
0006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$261,421.44
0007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$163,388.40
0008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$261,421.44
0009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$261,421.44
0010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,355.36

0011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$130,710.72
0012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,355.36
0013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,355.36
0014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.6500	\$29,176.50
0015	Oracle Integration Cloud for SaaS- Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
0016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$133,941.60
0017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$64,291.97
0018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$133,941.60
0019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$64,291.97
0020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.0900	\$33,485.40

0021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.0900	\$33,485.40
0022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.0900	\$33,485.40
0023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$33,485.40
0024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,835.30	\$5,835.30
0025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$33,485.40
0026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.5000	\$14,310.00
0027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,2585,601.3960	\$258,560.14
<b>Base Year Firm Fixed Price Total</b>							<b>\$2,970,296.24</b>

**B.5.2 OPTION YEAR ONE**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity</b>	<b>Monthly Price</b>	<b>Extended Price</b>
1001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$326,776.80
1002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,677.68
1003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,677.68
1004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,677.68
1005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$326,776.80
1006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$261,421.44
1007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$163,388.40
1008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$261,421.44
1009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$261,421.44
1010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,355.36

1011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$130,710.72
1012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,355.36
1013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,355.36
1014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.6500	\$29,176.50
1015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
1016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$133,941.60
1017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$64,291.97
1018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$133,941.60
1019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$64,291.97
1020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.0900	\$33,485.40

1021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.0900	\$33,485.40
1022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.0900	\$33,485.40
1023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$33,485.40
1024	Fusion for United States Government Cloud Service	12	B87366	Each	1	58535.3000	\$5,835.30
1025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.4000	\$33,485.40
1026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.5000	\$14,310.00
1027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$258,560.14
<b>Option Year One Firm Fixed Price Total</b>							<b>\$2,970.296.24</b>



**B.5.3 OPTION YEAR TWO**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity</b>	<b>Monthly Price</b>	<b>Extended Price</b>
2001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$326,776.80
2002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,677.68
2003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,677.68
2004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,677.68
2005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$326,776.80
2006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$261,421.44
2007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$163,388.40
2008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$261,421.44
2009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$261,421.44
2010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,355.36

2011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$130,710.72
2012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,355.36
2013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,355.36
2014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$29,176.50
2015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
2016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$133,941.60
2017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$64,291.97
2018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$133,941.60
2019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$64,291.97
2020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$33,485.40

2021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$33,485.40
2022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$33,485.40
2023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$33,485.40
2024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$5,835.30
2025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$33,485.40
2026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
2027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$258,560.14
<b>Option Year Two Firm Fixed Price Total</b>							<b>\$2,970,296.24</b>

**B.5.4 OPTION YEAR THREE**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity</b>	<b>Monthly Price</b>	<b>Extended Price</b>
3001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$326,776.80
3002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,6778.68
3003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,6778.68
3004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,6778.68
3005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$326,776.80
3006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$261,421.44
3007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$163,388.40
3008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$261,421.44
3009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$261,421.44
3010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,355.36
3011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$130,710.72
3012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,355.36

3013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,355.36
3014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$29,176.50
3015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
3016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$133,941.60
3017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$64,291.97
3018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$133,941.60
3019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$64,291.97
3020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$33,485.40
3021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$33,485.40
3022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$33,485.40
3023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$33,485.40

3024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$5835.30
3025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$33,485.40
3026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
3027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$258,560.14
<b>Option Period Year Three Firm Fixed Price Total</b>							<b>\$2,970,296.24</b>

**B.5.5 OPTION YEAR FOUR**

CLIN	Description	Service Term Months	Part Number	Service Metric	Service Quantity	Monthly Price	Extended Price
4001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$326,776.80
4002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,6778.68
4003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,6778.68
4004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,6778.68
4005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$326,776.80
4006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$261,421.44

4007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$163,388.40
4008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$261,421.44
4009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$261,421.44
4010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,355.36
4011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$130,710.72
4012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,355.36
4013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,355.36
4014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$29,176.50
4015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
4016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$133,941.60
4017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$64,291.97
4018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$133,941.60
4019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$64,291.97
4020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$33,485.40

4021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$33,485.40
4022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$33,485.40
4023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$33,485.40
4024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$5835.30
4025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$33,485.40
4026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
4027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$258,560.14
<b>Option Period Four Firm Fixed Price Total</b>							<b>\$2,970,296.24</b>

**B.5.6 OPTION YEAR FIVE**

CLIN	Description	Service Term Months	Part Number	Service Metric	Service Quantity	Monthly Price	Extended Price
5001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$328,557.60
5002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$32,855.76



5003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$32,855.76
5004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$32,855.76
5005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$328,557.60
5006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$262,846.08
5007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$164,278.80
5008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$262,846.08
5009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$262,846.08
5010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$65,711.52
5011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$131,423.04
5012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$65,711.52
5013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$65,711.52
5014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$29,335.50
5015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
5016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$146,343.60

5017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$70,244.93
5018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$146,343.60
5019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$70,244.93
5020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$36,858.90
5021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$36,858.90
5022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$36,858.90
5023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$36,858.90
5024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$5,867.10
5025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$36,585.90
5026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
5027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$264,591.33

<b>Option Period Five Firm Fixed Price Total</b>	<b>\$3,039,771.60</b>
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**B.5.7 OPTION YEAR SIX**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity</b>	<b>Monthly Price</b>	<b>Extended Price</b>
6001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$341,023.20
6002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$34,102.32
6003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$34,102.32
6004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$34,102.32
6005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$341,023.20
6006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$272,818.56
6007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$170,511.60
6008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$272,818.56
6009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$272,818.56
6010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$68,204.64
6011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$136,409.28

6012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$68,204.64
6013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$68,204.64
6014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$30,448.50
6015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
6016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$153,403.20
6017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$73,633.54
6018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$153,403.20
6019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$73,633.54
6020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$38,350.80
6021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$38,350.80
6022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$38,350.80
6023	Additional Test Environment for Oracle Account	12	B88580	Each	5	\$558.09	\$38,350.80

	Reconciliation Cloud Service						
6024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$6,089.70
6025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$38,350.80
6026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,3140.00
6027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$268,974.81
<b>Option Period Six Firm Fixed Price Total</b>							<b>\$3,152,498.32</b>

**B.5.8 OPTION YEAR SEVEN**

CLIN	Description	Service Term Months	Part Number	Service Metric	Service Quantity	Monthly Price	Extended Price
7001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$346,365.60
7002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$34,636.56
7003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$34,636.56
7004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$34,636.56
7005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$346,365.60

7006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$277,092.48
7007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$173,182.80
7008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$277,092.48
7009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$277,092.48
7010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$69,273.12
7011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$138,546.24
7012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$69,273.12
7013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$69,273.12
7014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$30,925.50
7015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
7016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$159,000.00
7017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$76,320.00
7018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$159,000.00
7019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$76,320.00

7020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$39,750.00
7021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$39,750.00
7022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$39,750.00
7023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$39,750.00
7024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$6,185.10
7025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$39,750.00
7026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
7027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$274,453.19
<b>Option Period Seven Firm Fixed Price Total</b>							<b>\$3,215,234.51</b>

**B.5.9 OPTION YEAR EIGHT**

<b>CLIN</b>	<b>Description</b>	<b>Service Term Months</b>	<b>Part Number</b>	<b>Service Metric</b>	<b>Service Quantity</b>	<b>Monthly Price</b>	<b>Extended Price</b>
8001	Fusion Financials CloudService	12	B86836	Hosted Employee	35,000	\$0.7780	\$351,708.00
8002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$35,170.80
8003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$35,170.80
8004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$35,170.80
8005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$351,708.00
8006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$281,366.40
8007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$175,854.00
8008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$281,366.40
8009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$281,366.40
8010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$70,341.60
8011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$140,683.20
8012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$70,341.60



8013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$70,341.60
8014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$31,402.50
8015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
8016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$171,720.00
8017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$82,425.60
8018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$171,720.00
8019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$82,425.60
8020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$42,930.00
8021	Additional Test Environment for Oracle Enterprise Performance Reporting Cloud Service	12	B88576	Each	5	\$558.09	\$42,930.00
8022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$42,930.00
8023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$42,930.00
8024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$6,280.50

8025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$42,930.00
8026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
8027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$282,752.35
<b>Option Period Eight Firm Fixed Price Total</b>							<b>\$3,310,780.15</b>

**B.5.10 OPTION YEAR NINE**

CLIN	Description	Service Term Months	Part Number	Service Metric	Service Quantity	Monthly Price	Extended Price
9001	Fusion Financials Cloud Service	12	B86836	Hosted Employee	35,000	\$0.7780	\$360,612.00
9002	Fusion Expenses Cloud Service	12	B86838	Hosted Employee	35,000	\$0.0778	\$36,061.20
9003	Fusion Automated Invoice Processing Cloud Service	12	B86840	Hosted Employee	35,000	\$0.0778	\$36,061.20
9004	Fusion WebCenter Forms Recognition Cloud Service	12	B86841	Hosted Employee	35,000	\$0.0778	\$36,061.20
9005	Fusion Project Financials Cloud Service	12	B86850	Hosted Employee	35,000	\$0.7780	\$360,612.00
9006	Fusion Project Contract Billing Cloud Service	12	B86849	Hosted Employee	35,000	\$0.6224	\$288,489.60
9007	Fusion Grants Management Cloud Service	12	B86855	Hosted Employee	35,000	\$0.3890	\$180,306.00

9008	Fusion Purchasing Cloud Service	12	B86843	Hosted Employee	35,000	\$0.6224	\$288,489.60
9009	Fusion Supplier Portal Cloud Service	12	B86844	Hosted Employee	35,000	\$0.6224	\$288,489.60
9010	Fusion Advanced Financial Controls Cloud Service	12	B86842	Hosted Employee	35,000	\$0.1556	\$72,122.40
9011	Fusion Advanced Access Controls Cloud Service	12	B89322	Hosted Employee	35,000	\$0.3112	\$144,244.80
9012	Fusion Financials Reporting Compliance Cloud Service	12	B86837	Hosted Employee	35,000	\$0.1556	\$72,122.40
9013	Fusion Advanced Collections Cloud Service	12	B86839	Hosted Employee	35,000	\$0.1556	\$72,122.40
9014	Additional Test Environment for Fusion Cloud Service	12	B84490	Each	10	\$2,917.65	\$32,197.50
9015	Oracle Integration Cloud for SaaS-Enterprise	12	B91110	Million Messages Per Month	5	\$1,208.40	\$72,504.00
9016	Enterprise Planning and Budgeting Cloud Service	12	B85698	Hosted Named User	200	\$55.8090	\$179,797.20
9017	Enterprise Performance Reporting Cloud Service	12	B79785	Hosted Named User	200	\$26.7883	\$86,302.66
9018	Financial Consolidation and Close Cloud Service	12	B85802	Hosted Named User	200	\$55.8090	\$179,797.20
9019	Account Reconciliation Cloud Service	12	B85677	Hosted Named User	200	\$26.7883	\$86,302.66
9020	Additional Test Environment for Oracle Enterprise Planning and Budgeting Cloud	12	B88578	Each	5	\$558.09	\$44,949.30
9021	Additional Test Environment for Oracle Enterprise	12	B88576	Each	5	\$558.09	\$44,949.30

	Performance Reporting Cloud Service						
9022	Additional Test Environment for Oracle Financial Consolidation and Close Cloud Service	12	B88579	Each	5	\$558.09	\$44,949.30
9023	Additional Test Environment for Oracle Account Reconciliation Cloud Service	12	B88580	Each	5	\$558.09	\$44,949.30
9024	Fusion for United States Government Cloud Service	12	B87366	Each	1	\$5,8535.30	\$6,439.50
9025	Enterprise Performance Management for United States Government Cloud Service	12	B82309	Each	1	\$33,485.40	\$44,949.30
9026	Cloud Priority Support for SaaS-Base	12	B86669	Each	1	\$1,192.50	\$14,310.00
9027	Cloud Priority Support for SaaS	12	B86668	Each	1	\$2,585,601.3960	\$291,387.66
<b>Option Period Nine Firm Fixed Price Total</b>							<b>\$3,409,579.27</b>

**SECTION C****DESCRIPTION/SPECIFICATIONS/WORK STATEMENT****C.1 SCOPE**

The Office of the Chief Financial Officer (OCFO), Office of the Chief Information Officer (OCIO) requires the Contractor to provide a subscription for Oracle ERP Cloud and Oracle Planning and Budgeting Cloud as indicated in Sections B.5 and C.4.

**C.2 DEFINITIONS**

*RESERVED*

**C.3 BACKGROUND**

The Office of the Chief Financial Officer (OCFO), Office of the Chief Information Officer (OCIO) is in the process of moving from the legacy Financial and Budgeting system to Oracle ERP Cloud and Oracle Planning and Budgeting Cloud solution.

**C.4 REQUIREMENTS**

- C.4.1 The Contractor shall be able to furnish all the products listed in Section B.4 Price Schedule, including the requirement for the service to be provided in the United States Government Cloud.
- C.4.2 The Contractor shall be an authorized and/or certified Oracle reseller and maintain authorization and/or certification throughout the term of the contract.
- C.4.3 The Contractor shall provide the Oracle support and maintenance services associated with each product. The Oracle SLA and priority support agreements shall be provided for review along with the pricing schedule.
- C.4.4 All customer data entered into or imported into the system by the District remains the exclusive property of the District.

**SECTION D****PACKAGING AND MARKING****D.1 PACKAGING**

All reports and deliverables that are in “hard copy” and physically transported through the U.S. mail or private courier services are to be securely packaged using the Contractor’s best practices.

**D.2 MARKING**

- D.2.1 Unless otherwise specified herein, all reports and deliverables delivered under this contract must be plainly marked, stating the Contractor’s name, contract number and addressed to the recipient, including the name of the office or floor, and the recipient’s office telephone number as noted in the contract.
- D.2.2 In case of carload lots, the Contractor shall tag the car, stating Contractor’s name and contract number. Any failure to comply with these instructions will place the material at the Contractor’s risk.
- D.2.3 Deliveries by rail, water, truck or otherwise, must be within the working hours and in ample time to allow for unloading and if necessary, the storing of the materials or supplies before closing time. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the contact person identified in the contract at the delivery point.

**SECTION E**

**INSPECTION, ACCEPTANCE AND WARRANTY OF SERVICES**

**RESERVED**

**SECTION F****PERIOD OF PERFORMANCE AND DELIVERABLES****F.1 TERM OF CONTRACT**

The term of the contract shall be for a period of one year from the Contract Effective Date.

**F.2 OPTION TO EXTEND THE TERM OF THE CONTRACT**

F.2.1 The District may extend the term of this contract for a period of nine (9) one (1) year option periods, by written notice to the Contractor before the expiration of the contract; provided that the District will give the Contractor preliminary written notice of its intent to extend before the contract expires. The preliminary notice does not commit the District to an extension. The exercise of this option is subject to the availability of funds at the time of the exercise of this option.

F.2.2 If the District exercises this option, the extended contract shall be considered to include this option provision.

F.2.3 The price for the option period shall be as specified in the Section B of the contract.

**F.3 DELIVERABLES**

F.3.1 The Contractor shall perform the activities required to successfully complete the District's requirements and submit each deliverable to the COTR identified in Section G in accordance with Section C.



**SECTION G****CONTRACT ADMINISTRATION****G.1 CONTRACT ADMINISTRATORS****(a) Contracting Officer**

- i. The Contracting Officer (or “CO”) for this contract is:

Anthony A. Stover, CPPO  
Contracting Officer  
1100 4<sup>th</sup> St. SW Suite E620  
Washington, DC 20024  
Telephone: (202) 442-7122  
Fax: 202-442-6454  
E-mail address: [anthony.stover@dc.gov](mailto:anthony.stover@dc.gov)

- ii. The Contracting Officer is the only official authorized to legally bind the District and make changes to the requirements, terms and conditions of this contract. Only the Contracting Officer can increase, decrease, extend or terminate this contract. All other changes are unauthorized.
- iii. The Contractor shall not comply with any order, directive or request that changes or modifies the requirements of this contract, unless issued in writing and signed by the Contracting Officer.
- iv. In the event the Contractor effects any change at the instruction or request of any person other than the Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any cost increase incurred as a result thereof.

**(b) Contracting Officer Technical Representative (COTR)**

- i. The COTR for this contract is:

James Snight  
Director, ERP Systems Group  
1101 4th St. S.W. W350 Washington, DC 20024  
(202) 442-6268  
[james.snight@dc.gov](mailto:james.snight@dc.gov)

- ii. The COTR is responsible for general administration of the contract and advising the Contracting Officer as to the Contractor’s compliance or noncompliance with the contract. The COTR has the responsibility of ensuring the work conforms to the requirements of the contract and such other responsibilities and authorities as may be specified in the contract. These include:

- a. Keeping the Contracting Officer fully informed of any technical or contractual difficulties encountered during the performance period and advising the Contracting Officer of any potential problem areas under the contract;
  - b. Coordinating site entry for Contractor personnel, if applicable;
  - c. Reviewing invoices for completed work and recommending approval by the Contracting Officer if the Contractor's costs are consistent with the negotiated amounts and progress is satisfactory and commensurate with the rate of expenditure;
  - d. Reviewing and approving invoices for deliverables to ensure receipt of goods and services.
  - e. Timely processing of invoices and vouchers in accordance with the District's payment provisions; and
  - f. Maintaining a file that includes all contract correspondence, modifications, records of inspections and invoice or vouchers.
- iii. The COTR does NOT have the authority to:
- a. Award, agree to, or sign any contract, delivery order or task order. Only the Contracting Officer shall make contractual agreements, commitments or modifications;
  - b. Grant deviations from or waive any of the terms and conditions of the contract;
  - c. Increase the dollar limit of the contract or authorize work beyond the dollar limit of the contract,
  - d. Authorize the expenditure of funds by the Contractor;
  - e. Change the period of performance; or
  - f. Authorize the use of District property, except as specified under the contract.
- iv. The Contractor will be fully responsible for any changes not authorized in advance, in writing, by the Contracting Officer; may be denied compensation or other relief for any additional work performed that is not so authorized; and may also be required, at no additional cost to the District, to take all corrective action necessitated by reason of the unauthorized changes.

## **G.2 INVOICE PAYMENT**

- G.2.1 The District will make payments to the Contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.
- G.2.2 The District will pay the Contractor on or before the 30<sup>th</sup> day after receiving a proper invoice from the Contractor. The District reserves the right to conduct post payment reviews or audits.
- G.2.3 Unless otherwise specified in this contract, and with presentation of a properly executed invoice:

- a) Payment will be made on completion and acceptance of each item for which the price is stated in the Pricing Schedule in Section B,
- b) Payment will be made on completion and acceptance of each percentage or milestone of work in accordance with the prices stated in the Pricing Schedule in Section B, or
- c) Payment may be made on partial deliveries of goods and services accepted by the District if the Contractor requests it and the amount due on the deliveries warrants it as determined by the District.

### **G.3 INVOICE SUBMITTAL**

**G.3.1** The Contractor shall create and submit payment requests in an electronic format through the DC Vendor Portal, <https://vendorportal.dc.gov>

**G.3.2** The Contractor shall submit proper invoices on a monthly basis or as otherwise specified in Section G.4.

**G.3.3** To constitute a proper invoice, the Contractor shall enter all required information into the Portal after selecting the applicable purchase order number which is listed on the Contractor's profile.

### **G.4 THE QUICK PAYMENT ACT**

#### **G.4.1 Interest Penalties to Contractors**

**G.4.1.1** The District will pay interest penalties on amounts due to the Contractor under the Quick Payment Act, D.C. Official Code § 2-221.01 *et seq.*, as amended, for the period beginning on the day after the required payment date and ending on the date on which payment of the amount is made. Interest shall be calculated at the rate of at least 1% per month. No interest penalty shall be paid if payment for the completed delivery of the item of property or service is made on or before the required payment date. The required payment date shall be:

**G.4.1.1.1** The date on which payment is due under the terms of this contract;

**G.4.1.1.2** Not later than 7 calendar days, excluding legal holidays, after the date of delivery of meat or meat food products;

**G.4.1.1.3** Not later than 10 calendar days, excluding legal holidays, after the date of delivery of a perishable agricultural commodity; or

**G.4.1.1.4** 30 calendar days, excluding legal holidays, after receipt of a proper invoice for the amount of the payment due.

**G.4.1.2** No interest penalty shall be due to the Contractor if payment for the completed delivery of goods or services is made on or before:

**G.4.1.2.1** 3<sup>rd</sup> day after the required payment date for meat or a meat product;

G.4.1.2.2 5<sup>th</sup> day after the required payment date for an agricultural commodity; or

G.4.1.2.3 15<sup>th</sup> day after any other required payment date.

G.4.1.3 Any amount of an interest penalty which remains unpaid at the end of any 30-day period shall be added to the principal amount of the debt and thereafter interest penalties shall accrue on the added amount.

#### **G.4.2 Payments to Subcontractors**

G.4.2.1 The Contractor shall take one of the following actions within seven (7) days of receipt of any amount paid to the Contractor by the District for work performed by any subcontractor under the contract:

G.4.2.1.1 Pay the subcontractor(s) for the proportionate share of the total payment received from the District that is attributable to the subcontractor(s) for work performed under the contract; or

G.4.2.1.2 Notify the CO and the subcontractor(s), in writing, of the Contractor's intention to withhold all or part of the subcontractor's payment and state the reason for the nonpayment.

G.4.2.2 The Contractor shall pay subcontractors or suppliers interest penalties on amounts due to the subcontractor or supplier beginning on the day after the payment is due and ending on the date on which the payment is made. Interest shall be calculated at the rate of at least 1% per month. No interest penalty shall be paid on the following if payment for the completed delivery of the item of property or service is made on or before the:

G.4.2.2.1 3<sup>rd</sup> day after the required payment date for meat or a meat product;

G.4.2.2.2 5<sup>th</sup> day after the required payment date for an agricultural commodity; or

G.4.2.2.3 15<sup>th</sup> day after any other required payment date.

**G.4.2.3 Any amount of an interest penalty which remains unpaid by the Contractor at the end of any 30-day period shall be added to the principal amount of the debt to the subcontractor and thereafter interest penalties shall accrue on the added amount.**

**G.4.2.4 A dispute between the Contractor and subcontractor relating to the amounts or entitlement of a subcontractor to a payment or a late payment interest penalty under the Quick Payment Act does not constitute a dispute to which the District is a party. The District may not be interpleaded in any judicial or administrative proceeding involving such a dispute.**

#### **G.4.3 Subcontract requirements**

G.4.3.1 The Contractor shall include in each subcontract under this contract a provision requiring the subcontractor to include in its contract with any lower-tier subcontractor or supplier the

payment and interest clauses required under paragraphs (1) and (2) of D.C. Official Code § 2-221.02(d).

- G.4.3.2 The Contractor shall include in each subcontract under this contract a provision that obligates the Contractor, at the election of the subcontractor, to participate in negotiation or mediation as an alternative to administrative or judicial resolution of a dispute between them.

## **G.5 ASSIGNMENT OF CONTRACT PAYMENTS**

- G. 5.1 The Contractor may assign funds due or to become due as a result of the performance of this contract to a bank, trust company, or other financing institution.
- G.5.2 Any assignment shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party.
- G.5.3 Notwithstanding an assignment of contract payments, the Contractor, not the assignee, is required to prepare invoices. Where such an assignment has been made, the original copy of the invoice must refer to the assignment and must show that payment of the invoice is to be made directly to the assignee as follows:

*“Pursuant to the instrument of assignment dated \_\_\_\_\_, make payment of this invoice to (name and address of assignee).”*

## SECTION H

### SPECIAL CONTRACT REQUIREMENTS

#### H.1 **STAFFING**

The Contractor shall not employ or permit the employment of any unfit or unqualified person or persons not skilled in the tasks assigned to them by the contractor. The Contractor shall at all times employ sufficient labor to carry out functions and services in the manner and time prescribed by the Contract. The Contractor shall be responsible to the District for all acts and omissions of the Contractor's employees, agents and subcontractors and the Contractor shall enforce strict discipline among the Contractor's employees, agents and subcontractors performing the services under the Contract. Any person employed by the Contractor shall, at the written request of the District, and within the District's sole discretion, be removed immediately by the Contractor from work relating to the Contract.

#### H.2 **SUBCONTRACTS**

The Contractor hereunder shall not subcontract any of the Contractor's work or services to any subcontractor without the prior, written consent of the Contracting Officer in consultation with the COTR. Any such subcontract shall specify that the Contractor and the subcontractor shall be subject to every provision of this Contract. Notwithstanding any such subcontract approved by the District, the Contractor shall remain liable to the District for all Contractor's work and services required hereunder, including any work conducted by a subcontractor.

#### H.3 **CERTIFIED BUSINESS ENTERPRISE SUBCONTRACTING REQUIREMENTS**

- 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 D.C. Code §2-218.51, are required to:
- (a) Subcontract at least 35% of the dollar volume to small business enterprises, as defined in D.C. Code §2-218.32; or
  - (b) If there are insufficient qualified small business enterprises to completely fulfill the requirement set forth in H.3.1(a), then the subcontracting requirement may be satisfied by subcontracting 35% of the dollar volume to any qualified certified business enterprises, as defined in D.C. Code §§2-218.31-39a; provided, that all reasonable efforts shall be made to ensure that qualified small business enterprises are significant participants in the overall subcontracting work.
  - (c) For each government-assisted project for which a certified business enterprise is utilized to meet the subcontracting requirements set forth above in H.3.1(a) or H.3.1(b), the certified business enterprise shall perform at least 35% of the contracting effort with its own organization and resources.
  - (d) Beneficiaries certified as a small business enterprise, local business enterprise, or disadvantaged business enterprise shall not have to comply with Sections H.3.1(a) or H.3.1(b).

### H.3.2

- (a) For each government-assisted project for which a certified business enterprise is selected as a Beneficiary and is granted points or a price reduction pursuant to D.C. Code §2-218.43 or is selected through a set-aside program, the certified business enterprise shall perform at least 35% of the contracting effort with its own organization and resources and, if it subcontracts, 35% of the subcontracted effort shall be with certified business enterprises.
- (b) For each government-assisted project for which a certified joint venture is selected as a Beneficiary and is granted points or a price reduction pursuant to D.C. Code §2-218.43 or is selected through a set-aside program, the certified business enterprise shall perform at least 50% of the contracting effort with its own organization and resources and, if it subcontracts, 35% of the subcontracted effort shall be with certified business enterprises.
- (c) For each government-assisted project of \$1 million or less for which a certified business enterprise is selected as a Beneficiary and is granted points or a price reduction pursuant to D.C. Code §2-218.43 or is selected through a set-aside program, the certified business enterprise shall perform at least 50% of the on-site work with its own workforce.

H.3.3 Bids or proposals responding to a solicitation, including an open market solicitation, shall be deemed nonresponsive and shall be rejected if a subcontracting plan is required by law and the Beneficiary fails to submit a subcontracting plan as part of its bid or proposal. The subcontracting plan required shall be provided before the District accepts the submission of the bid or proposal.

H.3.4 A Beneficiary's subcontracting plan shall specify all of the following:

- (a) The name and address of the subcontractor;
- (b) A current certification number of the small or certified business enterprise;
- (c) The scope of work to be performed by the subcontractor; and
- (d) The price to be paid by the Beneficiary to the subcontractor.

H.3.5 No Beneficiary shall be allowed to amend the subcontracting plan filed as part of its bid or proposal except with the consent of the Director of the Department of Small and Local Business Development. Any reduction in the dollar volume of the subcontracted portion resulting from such amendment of the plan shall inure to the benefit of the District.

H.3.6 No multiyear contracts or extended contracts, which are not in compliance with D.C. Code §2-218.46 or this Section H.3 at the time of the contemplated exercise of the option or extension, shall be renewed or extended, and any such option or extension shall be void.

H.3.7 A Beneficiary shall submit within 15 days of contract award, to the Contracting Officer, project manager, District of Columbia Auditor and the Director of the Department of Small and Local Business Development (at [compliance.enforcement@dc.gov](mailto:compliance.enforcement@dc.gov)) copies of the executed contracts with the subcontracts identified in the subcontracting plan. Failure to submit copies of the executed contracts shall render the underlying contract voidable by the District.

- H.3.8 The Beneficiary shall provide written notice to the Department of Small and Local Business Development and District of Columbia Auditor upon the initiation and completion of a project.
- H.3.9 Within 15 days after the end of each quarter, the Beneficiary shall provide a quarterly report to the Department of Small and Local Business Development (at [compliance.enforcement@dc.gov](mailto:compliance.enforcement@dc.gov)), the Contracting Officer, project manager and the District of Columbia Auditor which shall include a list of each subcontractor identified in the subcontracting plan and for each subcontract:
- (a) The price to be paid by the contractor to the subcontractor;
  - (b) A description of the goods procured or the services contracted for;
  - (c) The amount paid by the contractor to the subcontractor under the subcontract; and
  - (d) A copy of the fully executed subcontract, if it was not provided in a prior quarterly report. If not included, the Beneficiary shall not receive credit toward the subcontracting requirements of this section for that subcontract.

The Beneficiary shall go to <https://dslbd.dc.gov> □ Scroll down to SBE Forms under the section 'Stay in Compliance' □ Click on that link & select 'District Agency Compliance' in order to access the DSLBD forms for beneficiaries to use for reporting requirements. The Beneficiary may further contact DSLBD at (202) 727-3900 for instructions on SBE Forms.

- H.3.10 The Beneficiary shall meet on an annual basis with the Department of Small and Local Business Development, the Contracting Officer, project manager and the District of Columbia Auditor to provide an update of the subcontracting plan for utilization of small business enterprises and certified business enterprises. The Department of Small and Local Business development shall provide the Beneficiary with a 30-day written notice of the meeting.
- H.3.11 A Beneficiary and/or certified business enterprise subject to this section, that fails to meet the requirements of this section shall be subject to penalties set forth in D.C. Code §2-218.63.

#### H.3.12 Waiver of Subcontracting Requirements

- (a) The Director of the Department of Small and Local Business Development may waive the subcontracting requirements only if there is insufficient market capacity for the goods and services that comprise the project and such lack of capacity leaves the contractor commercially incapable of achieving the subcontracting requirements.
- (b) Prior to submission of bids or proposals, the Beneficiary may request a waiver of the subcontracting requirements by timely filing a written request with to the point of contact on Page 1 of this solicitation, to the attention of the Contracting Officer detailing the reasons justifying a waiver, including the Beneficiary's efforts to secure involvement by Certified Business Enterprises. The Contracting Officer will, in turn, use the Beneficiary's information to submit a waiver request to the Director of the Department of Small and Local Business Development.
- (c) The Contracting Officer will provide written notice of the waiver determination to the Beneficiary prior to the acceptance of bids or proposals and upon a decision of the waiver by the Director of the Department of Small and Local Business Development.



- (d) The Beneficiary should provide the following information in its waiver request to the Contracting Officer to demonstrate the Beneficiary's good faith efforts to secure involvement by a Certified Business Enterprise:
- i. Whether the Beneficiary advertised in general circulation, trade association, or other media outlets concerning the subcontracting opportunity;
  - ii. Whether the Beneficiary provided written notice to a reasonable number of certified business enterprises that their interest in the subcontracting opportunity was being solicited;
  - iii. Whether the Beneficiary conducted any pre-solicitation or pre-bid conferences to inform certified business enterprises of the subcontracting opportunity;
  - iv. Whether the Beneficiary provided sufficient time to allow certified business enterprises to participate effectively in its efforts to secure involvement by a certified business enterprise;
  - v. Whether the Beneficiary followed up responses of interest by conducting negotiations with certified business enterprises;
  - vi. Whether rejections by the Beneficiary of certified business enterprises as being unqualified were based on sound reasoning and thorough investigation of their capabilities;
  - vii. Whether the Beneficiary made efforts to assist interested certified business enterprises in obtaining bonding, lines of credit, or insurance required by the Beneficiary;
  - viii. Whether the Beneficiary effectively used the services of the Department of Small and Local Business Development, (202) 727-3900 and <http://dslbd.dc.gov>, in recruiting qualified certified business enterprises; and
  - ix. Whether bids submitted by certified business enterprises were excessive or noncompetitive based upon a review of prevailing market conditions.
- (e) While the information described in (d) above will assist the Director of the Department of Small and Local Business Development in reviewing the waiver request, it does not guarantee that a waiver will, in fact, be approved. Additional factors may be considered and additional information may be requested from the Beneficiary to support the waiver request.

H.3.13 In addition to the information provided by the Beneficiary, the Contracting Officer will include the following information in its written request for a waiver:

- (a) The number of certified business enterprises, if any, qualified to perform the elements of the work that comprise the project;
- (b) A summary of the market research or outreach conducted to analyze the relevant market; and
- (c) The consideration given to alternate methods for acquiring the work to be subcontracted in order to make the work more amenable to being performed by certified business enterprises.

H.3.14 For purposes of this Section H.3, the term:

- (a) “Beneficiary” means a business enterprise that is the prime contractor or developer on a government-assisted project.
- (b) “Government-assisted project” means:
- i. A contract executed by an agency on behalf of the District or pursuant to statutory authority that involves District funds or, to the extent not prohibited by federal law, funds that the District administers in accordance with a federal grant or otherwise;
  - ii. A project funded in whole or in part by District funds;
  - iii. A project that receives a loan or grant from a District agency;
  - iv. A project that receives bonds or notes or the proceeds thereof issued by a District agency, including tax increment financing or payment in lieu of tax bonds and notes, or industrial revenue bonds;
  - v. A project that receives District tax exemptions or abatements that are specific to the project and not to the nature of the entity undertaking the project, such as a religious institution or nonprofit corporation; or
  - vi. A development project conducted pursuant to a disposition under section 1 of An Act Authorizing the sale of certain real estate in the District of Columbia no longer required for public purposes, approved August 5, 1939 (53 Stat. 1211; D.C. Official Code § 10-801).

H.3.15 Notwithstanding the requirements set forth in this Section H.3, a Beneficiary, and any other certified business enterprise subject to this section, shall fully comply with the requirements set forth in D.C. Code §§ 2-218.46, 2-218.51. If there is a conflict between the requirements set forth in this Section H.3 and D.C. Code §§ 2-218.46, 2-218.51, the requirements set forth in D.C. Code §§ 2-218.46, 2-218.51 shall govern.

#### **H.4 WARRANTIES**

- H.4.1 The Contractor warrants and agrees that it is lawfully organized and constituted under all federal, state and local laws, ordinances and other authorities of its domicile and is otherwise in full compliance with all legal requirements of its domicile.
- H.4.2 The Contractor warrants and agrees that it is of legal authority and capacity to enter into and perform under the Contract, and that it has the financial ability to perform its obligations under such Contract.
- H.4.3 The Contractor warrants and agrees that it has been duly authorized to operate and do business in all places where it will be required to do business under the Contract that it has obtained or will obtain all necessary licenses and permits required in connection with such Contract; and that it will fully comply with all laws, decrees, labor standards and regulations of its domicile and wherever performance occurs during the term of such Contract.

- H.4.4 The Contractor warrants and agrees that it has no present interest and shall not acquire any interest which would conflict in any manner with its duties and obligations under the Contract.
- H.4.5 The Contractor warrants and agrees that all systems analysis, systems design and programming pursuant to the Contract or for use in its performance there under has been and shall be prepared or done in a high quality, professional and competent manner using only qualified personnel.
- H.4.6 The Contractor further represents and warrants that all programs implemented in its performance under the contract shall meet the performance standards required there under and shall correctly and accurately perform their intended functions on the equipment supplied by the District or Contractor.
- H.4.7 The Contractor warrants and agrees that all services provided by it under the Contract shall be performed in a prompt, high quality, professional and competent manner using only qualified personnel.
- H.4.8 The Contractor warrants and agrees that it will not take any action inconsistent with any of the terms, conditions, agreements, or covenants set forth in this Contract without the express written consent of the District.
- H.4.9 The Contractor warrants and agrees that it shall keep all equipment in good condition and repair, and shall not permit anything to be done that may materially impair the value thereof. The Contractor shall use such equipment only in the ordinary course of its performance under the Contract and shall not permit such equipment to be used in violation of any applicable law, regulation or policy of insurance. The Contractor agrees to develop a maintenance and replacement schedule subject to approval by the District and agrees to comply with that schedule.
- H.4.10 The Contractor warrants and agrees that it shall not sell, assign, lease, transfer, pledge, hypothecate, or otherwise dispose of any component of any goods, system proposed in the Contract or any interest therein, or permit any of it to become a fixture or accession to other goods or property without the prior written consent of the District.

## **H.5 DISCLOSURE OF LITIGATION**

The Contractor shall provide complete disclosure of any material civil or criminal litigation or indictment either threatened or pending involving the Contractor. The Contractor shall also disclose any material litigation threatened or pending for subcontractors, consultants, and/or lobbyists. For purposes of this section, material refers to any action or pending action that a reasonable person knowledgeable in the industry would consider relevant or any development such a person would want to be aware of in order to stay fully apprised of the total mix of information relevant to the industry and its operations. This is a continuing disclosure requirement; any litigation commencing after submission of a response to a solicitation or execution of a contract shall be disclosed in a written statement within fifteen (15) days of its occurrence. The Contractor shall be required to file with the District comprehensive monthly reports regarding all threatened or pending litigation involving the Contractor's District of

Columbia operations and all threatened or pending litigation that may be considered material to the overall operations of the Contractor.

## **H.6 CONTINUITY OF SERVICES**

The Contractor recognizes that the services provided under this contract are vital to the District of Columbia and must be continued without interruption and that, upon contract expiration or termination, a successor, either the District Government or another Contractor, at the District's option, may continue to provide these services. If another Contractor is awarded a future contract for performance of the required services, the original Contractor shall cooperate fully with the District and the new Contractor in any transition activities that the Contracting Officer deems necessary during the term of the contract. To that end, the Contractor agrees to exercise its best efforts and cooperation to effect an orderly and efficient transition to a successor.

## **H.7 BACKGROUND INVESTIGATIONS AND OTHER INTEGRITY REQUIREMENTS**

H.7.1 The District may initiate investigations into the backgrounds of any of the Contractor's officers, principals, investors, owners, employees, vendors, subcontractors, or subcontractors' officers, principals, owners, employees or vendors, or any other associates of the Contractor(s) it deems appropriate. Such background investigations may include the completion of certain documents, and fingerprint identification by appropriate law enforcement agencies.

H.7.2 The Contractor agrees that, during the term of the Contract and any renewal thereof, it shall be obligated to provide such information about its officers, directors, employees and owners, as well as all information about its subcontractors' officers, directors, employees and owners, as the District may prescribe. The Contractor also agrees that the District may conduct background investigations of such persons.

H.7.3 The District may also require that contractors (1) fully cooperate with official inquiries by responding to questions truthfully and under oath when required, whether orally or in writing, (2) provide documents and other information of official interest, and (3) attend integrity training.

## **H.8 DIVERSION, REASSIGNMENT AND REPLACEMENT OF KEY PERSONNEL**

The key personnel specified in the contract are considered to be essential to the work being performed hereunder. Prior to diverting any of the specified key personnel for any reason, the Contractor shall notify the CO at least thirty (30) calendar days in advance and shall submit justification, including proposed substitutions, in sufficient detail to permit evaluation of the impact upon the contract. The Contractor shall obtain written approval of the CO for any proposed substitution of key personnel.

## **H.9 ADVISORY AND ASSISTANCE SERVICES**

This contract is a "non-personal services contract". The Contractor and the Contractor's employees: (1) shall perform the services specified herein as independent contractors, not as employees of the government; (2) shall be responsible for their own management and administration of the work required and bear sole responsibility for complying with any and all

technical, schedule, financial requirements or constraints attendant to the performance of this contract; (3) shall be free from supervision or control by any government employee with respect to the manner or method of performance of the service specified; but (4) shall, pursuant to the government's right and obligation to inspect, accept or reject work, comply with such general direction of the CO, or the duly authorized representative of the CO as is necessary to ensure accomplishment of the contract objectives.

**SECTION I****CONTRACT CLAUSES****I.1 LAWS AND REGULATIONS INCORPORATED BY REFERENCE**

To the extent applicable, the provisions of the following acts, together with the provisions of applicable regulations made pursuant to said acts are hereby incorporated by reference into this contract; together with the laws and regulations of the District of Columbia:

- A. Contract Work Standards Act of August 13, 1962, also known as the Contract Work Hours and Safety Standards Act of 1962, 76 Stat. 357-360.
- B. Buy American Act, Act of March 3, 1983, c.212, Title III, 47 Stat. 1520, as amended.
- C. Walsh-Healy Public Contracts Act, Act of June 30, 1936, c.881, 49 Stat. 2036, as amended. (Applies only when contract is \$10,000 or more).
- D. Mayor's Order 85-85, dated June 10, 1985, as amended, entitled: "Compliance with Equal Opportunity Obligations in Contracts."
- E. Public Law 93-112, Rehabilitation Act of 1973, Section 504, as amended.
- F. Mayor's Order 83-265, dated November 9, 1983 entitled: Employment Agreement Goals and Objectives for all District of Columbia Projects."
- G. D.C. Law 5-93, dated May 9, 1984, the First Source Employment Agreement Act of 1984.
- H. Protecting Pregnant Workers Fairness Act of 2016, D.C. Official Code § 32-1231.01 et seq. (PPWF Act).
- I. Unemployed Anti-Discrimination Act of 2012, D.C. Official Code § 32-1361 et seq.
- J. Fair Criminal Record Screening Amendment Act of 2014, effective December 17, 2014 (D.C. Law 20-152)
- K. Title I of the Way to Work Amendment Act of 2006, effective June 8, 2006 (D.C. Law 16-118, D.C. Official Code §2-220.01 et seq.), as amended, ("Living Wage Act of 2006") which applies to all contracts for services in the amount \$100,000 or more in a 12-month period. The current living wage rate, the Living Wage Act Fact Sheet which includes exemption information, and the Living Wage Act Poster may be found at <http://does.dc.gov/service/wage-and-hour-compliance> or contact the Department of Employment Services at (202) 724-7000.

**I.2 – I.15 RESERVED**

**I.16 NON-DISCLOSURE AGREEMENT**

- A. The Contractor shall maintain as confidential, and shall not disclose to third parties without the District's prior written consent, any District information including, but not limited to, the District's business activities, practices, systems, conditions, products, services, public information and education plans and related materials, and game and marketing plans.
- B. The Contractor shall at all times obtain the prior written approval from the Contracting Officer before it, any of its officers, agents, employees or subcontractors, either during or after expiration or termination of the contract, make any statement, or issue any material, for publication through any medium of communication, bearing on the work performed or data collected under this contract.
- C. No information regarding the Contractor's performance of the contract shall be disclosed by the Contractor to anyone other than District Government officials unless written approval is obtained in advance from the Contracting Officer.
- D. The District shall ensure that its personnel do not disclose to any non-District person or organization information concerning the process the Contractor uses to provide services under the awarded contract.

**I.17 GOVERNMENT PROPERTY**

Contractor use of Government property shall be governed by Chapter 41 of Title 27 of the D.C. Municipal Regulations.

**I.18 – I.23 RESERVED****I.24 CONTRACTS IN EXCESS OF \$1 MILLION DOLLARS**

Any contract in excess of one million dollars (\$1,000,000) within a 12-month period shall not be binding or give rise to any claim or demand against the District unless first approved by the Council of the District of Columbia and signed by the Contracting Officer.

**I.25 CONTRACTS THAT CROSS FISCAL YEARS**

Continuation of this contract beyond the current fiscal year is contingent upon future fiscal appropriations.

**I.26 RESERVED****I.27 AMERICANS WITH DISABILITIES ACT OF 1990 (“ADA”)**

During the performance of the contract, the Contractor and any of its subcontractors shall comply with the ADA. The ADA makes it unlawful to discriminate in employment against a qualified individual with a disability. See 42 U.S.C. § 12101 et seq.

**I.28 RESERVED****I.29 RESERVED****I.30 INSURANCE**

- A. **GENERAL REQUIREMENTS.** The Contractor shall procure and maintain, during the entire period of performance under this contract, the types of insurance specified below. The Contractor shall have its insurance broker or insurance company submit a Certificate of Insurance to the CO giving evidence of the required coverage prior to commencing performance under this contract. In no event shall any work be performed until the required Certificates of Insurance signed by an authorized representative of the insurer(s) have been provided to, and accepted by, the CO. All insurance shall be written with financially responsible companies authorized to do business in the District of Columbia or in the jurisdiction where the work is to be performed and have an A.M. Best Company rating of A-VIII or higher. The Contractor shall require all of its subcontractors to carry the same insurance required herein.

All required liability policies shall include the Government of the District of Columbia as an additional insured and shall contain a waiver of subrogation.

If the Contractor and/or its subcontractors maintain broader coverage and/or higher limits than the minimums shown below, the District requires and shall be entitled to the broader coverage and/or the higher limits maintained by the Grantee and subcontractors. Any available insurance proceeds in excess of the specified minimum limits of insurance and coverage shall be available to the District.

1. Commercial General Liability Insurance. The Contractor shall provide evidence satisfactory to the CO with respect to the services performed that it carries \$1,000,000 per occurrence limits; \$2,000,000 aggregate; Bodily Injury and Property Damage including, but not limited to: premises-operations; broad form property damage; Products and Completed Operations; Personal and Advertising Injury; contractual liability and independent contractors. The policy coverage shall include the District of Columbia as an additional insured, shall be primary and non-contributory with any other insurance maintained by the District of Columbia.
2. Automobile Liability Insurance. The Contractor shall provide automobile liability insurance to cover all owned, hired or non-owned motor vehicles used in conjunction with the performance of this contract. The policy shall provide a \$1,000,000 per occurrence combined single limit for bodily injury and property damage.
3. Workers' Compensation Insurance. The Contractor shall provide Workers' Compensation insurance in accordance with the statutory mandates of the District of Columbia or the jurisdiction in which the contract is performed.
4. Employer's Liability Insurance. The Contractor shall provide employer's liability insurance as follows: \$500,000 per accident for injury; \$500,000 per employee for disease; and \$500,000 for policy disease limit.



**B. PRIMARY AND NONCONTRIBUTORY INSURANCE**

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

1. The additional insured is a Named Insured under such other insurance; and
2. You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

**C. DURATION.** The Contractor shall carry all required insurance until all contract work is accepted by the District of Columbia, and shall carry listed coverages for five (5) years following final acceptance of the work performed under this contract.

**D. LIABILITY.** These are the required minimum insurance requirements established by the District of Columbia. **HOWEVER, THE REQUIRED MINIMUM INSURANCE REQUIREMENTS PROVIDED ABOVE WILL NOT IN ANY WAY LIMIT THE CONTRACTOR'S LIABILITY UNDER THIS CONTRACT.**

**E. CONTRACTOR'S PROPERTY.** Contractor and subcontractors are solely responsible for any loss or damage to their personal property, including but not limited to tools and equipment, scaffolding and temporary structures, rented machinery, or owned and leased equipment. A waiver of subrogation shall apply in favor of the District of Columbia.

**F. MEASURE OF PAYMENT.** The District shall not make any separate measure or payment for the cost of insurance and bonds. The Contractor shall include all of the costs of insurance and bonds in the contract price

**G. NOTIFICATION.** The Contractor shall ensure that all policies provide that the CO shall be given thirty (30) days prior written notice in the event of coverage and / or limit changes or if the policy is canceled prior to the expiration date shown on the certificate. The Contractor shall provide the CO with ten (10) days prior written notice in the event of non-payment of premium. The Contractor will also provide the CO with an updated Certificate of Insurance should his insurance coverages renew during the contract.

**H. CERTIFICATES OF INSURANCE.** The Contractor shall submit certificates of insurance giving evidence of the required coverage as specified in this section prior to commencing work. Evidence of insurance shall be submitted to:

**The Government of the District of Columbia**

**And mailed to the attention of:  
(See G.1.a)**

**I. DISCLOSURE OF INFORMATION.** The Contractor agrees that the District may disclose the name and contact information of its insurers to any third party which presents a claim against the District for any damages or claims resulting from or arising out of work performed by the

Contractor, its agents, employees, servants or subcontractors in the performance of this contract.

**I.31 – I.33    RESERVED**

**I.34    FORCE MAJEURE**

Neither the Contractor nor the District shall be deemed in default or otherwise liable hereunder due to either party's inability to perform by reason of any fire, earthquake, flood, epidemic, accident, explosion, casualty, strike, lockout, labor controversy, riot, civil disturbance, act of public enemy, embargo, war, act of God, or any municipal, county, state or national ordinance or law, or any executive, administrative or judicial orders (which judicial orders are not the result of any act or omission to act which would constitute a default hereunder), or any failure or delay of any transportation, power or other essential thing required, or similar causes beyond the parties control.

**I.35    GOVERNING LAW**

This contract shall be governed by, and construed in accordance with, the laws of the District of Columbia, including, but not limited to, the District of Columbia Procurement Practices Reform Act of 2010, (D.C. Law 18-371; D.C. Official Code §§ 2-351.01, et seq. and D.C. MUN. REGS. tit. 27.

**I.36    ORDER OF PRECEDENCE**

A conflict in language shall be resolved by giving precedence to the document in the highest order of priority that contains language addressing the issue in question. The following documents are incorporated into the contract by reference and made a part of the contract in the following order of precedence:

- (1) Task Order (herein referenced as "Contract")
- (2) Cloud Services Agreement
- (3) Contract Attachments
- (4) Contractor's DC Supply Schedule Contract – **CW49788**

**SECTION J**

**ATTACHMENTS**

The following Attachments are hereby incorporated:

- J.1 Bidder/Offeror Certification
- J.2 Doing Business with Integrity

