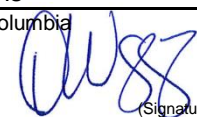


<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Solicitation Number CFOPD-19-R-030	Page of Pages 1 Attachment	
2. Amendment/Modification Number  Amendment 02	3. Effective Date  See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption  Business Process and TMS Consulting Services	
6. Issued by: Office of the Chief Financial Officer - Office of Contracts 1100 4 <sup>th</sup> Street SW Suite E610 Washington, DC 20024 202-442-6428 <a href="mailto:samira.davis@dc.gov">samira.davis@dc.gov</a>		7. Administered by (If other than line 6) Office of the Chief Financial Officer Office of the Chief Risk Officer 1100 4 <sup>th</sup> Street, SW, Suite E770 Washington DC 20024		
8. Name and Address of Contractor (No. street, city, county, state and zip code)  ALL POTENTIAL OFFERORS		X	9A. Amendment of Solicitation No. CFOPD-19-R-030	
Code _____ Facility _____			9B. Dated (See Item 11) March 20, 2019	
			10A. Modification of Contract/Order No.	
				10B. Dated (See Item 13)
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is not extended <input type="checkbox"/> is 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 <u>1</u> 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)				
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return 1 copy to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  The above referenced solicitation to Business Process and TMS Consulting Services is hereby amended to effect the following changes (Attachment A) and response to inquiries received (Attachment B).  <b>ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED</b>  Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.				
15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer Drakus Wiggins		
15B. Name of Contractor  (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia  (Signature of Contracting Officer)	16C. Date Signed 04/12/19	

Solicitation No. CFOPD-19-R-030  
Business Process and TMS Consulting Services  
Amendment No. 2

## **ATTACHMENT A**

The following changes are hereby incorporated into the solicitation.

- 1) Section B of the solicitation is hereby deleted and replaced with Revised Section B dated 04/12/19 as enclosed.

## **Attachment B**

### **The following are responses to inquiries received.**

- Question 1. What reporting tools or software would need to be leveraged for these reports? Approximately how many customized reports should be assumed for estimation purposes?
- Response 1. Customized reports might be needed depending on the report availability in the awarded TMS. The estimated quantity and price per customized report are provided in the revised Section B referenced in Attachment A, Item 1.
- Question 2. What is the expected timeline for this engagement particularly relating to the timeline expectations for each of the phases throughout the TMS implantation (e.g., design, build, test, deploy)?
- Response 2. The District expects an overall timeline of approximately six months to one year for TMS implementation. The progress of the major milestones to perform the services shall be included in the Contractor's Project Plans.
- Question 3. As with recent District RFPs (e.g., CFOPD-19-R-001), in our proposal may we submit proposed exceptions for this RFP's terms and conditions? And, just as the District had responded in the past that you "may consider this request prior to award of a contract," will the District similarly be open to negotiating terms and condition prior to the award of this contract?
- Response 3. Offerors may propose exceptions; however, the District may seek award of a contract on the basis of initial written proposals received, without discussion. Therefore, each proposal must contain the Offeror's best terms from the standpoint of price, legal and technical abilities and other factors.
- Question 4. In the RFP to the TMS vendor there is a requirement to provide a SaaS solution. Can you confirm you are only considering SaaS based solutions?
- Response 4. Yes, confirmed, the District is only considering SaaS based TMS solutions.
- Question 5. There are a number of components in the RFP where the scope is not clearly defined enough for us to provide a fixed priced proposal. Our main concerns surround the lack of definition of reports required to be developed, vendor modules to be implemented, TMS solution provider and number of environments utilized. Is there an alternative to provide an initial fixed price based on a list of assumptions and when the scope is further defined, revise accordingly or just exclude these undefined components from the bid?
- Response 5. The following modules, at minimum will be implemented: Cash Management, Forecasting, Payments, Bank Account Management, Accounting, Investments, Debt, Security and Compliance and Connectivity. The District is only considering a SaaS based solution and anticipates three environments: Test, Static/Dev, and Production. As per the customized reports, see Response 1. Offerors proposed pricing must be all-inclusive to perform the services.

**Revised SECTION B dated 04/12/19**

**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 Finance & Treasury (OFT) (the “District”) is seeking a Contractor to provide consulting services for Business Process Review and assist with the Treasury Management System (TMS) Implementation.

**B.2 CONTRACT TYPE**

The District contemplates the award of a Firm Fixed price type contract with a requirement component.

**B.3 PRICING SCHEDULE**

- B.3.1 The District will purchase its requirements of the services included herein Contract Line Item Number (CLIN) 03 from the Contractor. The estimated quantities stated in the Price Schedule reflect the best estimates available. The estimate shall not be construed as a representation that the exact quantity that will be required or that conditions affecting requirements will be stable. The estimated quantities shall not be construed to limit the quantities which may be required from the Contractor by the District or to relieve the Contractor of its obligation to all required quantities. The District will order the services as needed.
- B.3.2 The Contractor’s pricing shall be the Contractor(s) all-inclusive compensation; such as direct costs, indirect costs, travel, and materials, for providing all services required in the Contract.
- B.3.3 The Contractor’s firm, fixed unit price for each of the CLIN shall be for all deliverables required for the corresponding Task, with the exception of customized reports, priced specifically as CLIN 03.
- B.3.4 The Contractor shall provide a price breakdown for CLIN 01 and CLIN 02. The price breakdown shall be proportionately based on the progress of the major milestones of the Contractor’s Project Plans to perform the services described in and required by the Contract. Each price breakdown shall represent a CLIN.
- B.3.5 The pricing for the CLINs shall be firm fixed for the Base Period and Option Periods, if exercised, of the Contract, in the event that a major milestone is delayed and performed in an Option Period.

**B.4 PRICE SCHEDULE**

**B.4.1 Price Schedule Task One – Firm Fixed Price**

<b>CLIN</b>	<b>Item Description</b>	<b>Total Price</b>
01	Task One: Business Process Review and Redesign	

**B.4.2 Price Schedule Task Two – Firm Fixed Price**

<b>CLIN</b>	<b>Item Description</b>	<b>Total Price</b>
02	Task Two: TMS Implementation	

**B.4.3 Price Schedule Task Two –Requirement Component**

<b>CLIN</b>	<b>Item Description</b>	<b>Estimated Quantity</b>	<b>Unit Price</b>	<b>Estimated Total Price (Requirements Component)</b>
03	Task Two: Customized Report	2 Customized Reports		

**B.4.4**

<b>Grand Estimated Total (CLINs 01-03)</b>	
--	--