

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CFOPD-19-C-011B		Page of Pages	
				1	Attachments
2. Amendment/Modification Number 001		3. Effective Date See 16 C below		4. Requisition/Purchase Request No.	
				5. Solicitation Caption MRPTS Organizational Change Management (OCM) Services	
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 <sup>th</sup> Street, S.W. Suite E610 Washington, D.C. 20024			7. Administered by (If other than line 6) Office of the Chief Financial Officer Office of Tax & Revenue 1101 - 4th Street, SW. Washington, DC 20024		
8. Name and Address of Contractor (No. street, city, county, state and zip code)  The Robert Bobb Group, LLC 975 F St., NW Carroll Square Suite 230 Washington, DC 20024 Phone 202 442 6499  Code _____ Facility _____			9A. Amendment of Solicitation No.		
			9B. Dated (See Item 11)		
			X 10A. Modification of Contract/Order No. CFOPD-19-C-011B		
			10B. Dated (See Item 13) August 07, 2019		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. Accounting and Appropriation Data (If Required)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>					
X	A. This change order is issued pursuant to Section 1.8 of the Contract				
	B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the DC Financial Responsibility and Management Assistance Authority.				
	C. This supplemental agreement is entered into pursuant to authority of:				
	D. Other (Specify type of modification and authority)				
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return _____1___ copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) A. The purpose of this contract Modification is to: 1. The Contract is hereby amended to replace the Contractor's Business Process Re-engineering training with the Leadership Training Program per Attachment A, at no additional costs to the District. The Change Labs shall be conducted by July 31, 2020. 2. Sections B is hereby amended as per the Attachment B to the incorporate the requirement component and respective provisions to the contract due to the estimated number of months in the option years. 3. Section G is hereby amended to add Section G.7 in Attachment B. 4. All the terms and conditions remain the same.					
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		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

**ATTACHMENT B**

A. Section B below replaces Section B in the Contract.

**SECTION B**

**CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE**

**B.1 GENERAL INFORMATION**

The District of Columbia Office of the Chief Financial Officer (OCFO), Office of Contracts, on behalf of Office of Tax & Revenue (OTR) (“the District”) is awarding a contract to provide organizational change management (OCM) services in conjunction with the implementation of the Modernized Real Property Tax System (MRPTS).

**B.2 CONTRACT TYPE**

The District is awarding a Firm Fixed Price Contract with a requirement component.

**B.3 ALL-INCLUSIVE PRICING**

The stated Price Per Unit for each Contract Line Item Number (CLIN) shall be fixed, inclusive of all the Contractor’s direct costs, indirect costs, and profit; including travel, material, and delivery costs. The price shall include all costs 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.4 REQUIREMENTS CONTRACT**

1. The District will purchase its requirements of the services included herein from the Contractor. The estimated quantities stated in the Pricing Schedule reflect the best estimates available. The estimate shall not be construed as a representation that the estimated quantity 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 fill all such requirements.
2. Services shall be ordered upon issuance of a detailed order in accordance with Section G.7.
3. The monthly price shall be a firm, fixed rate to provide all of the services required in Section C Scope of Work, including labor and material and all others the cost.

**B.5 PRICE SCHEDULE – FIRM FIXED PRICE**

**B.5.1 BASE YEAR**

CLIN	Item Description	Unit Price	Qty.	Total Price
001	Monthly OCM Services	\$133,375	12 Months	\$1,600,500

**B.5.2 OPTION YEAR ONE - REQUIREMENT**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit Price</b>	<b>Estimated Qty.</b>	<b>Estimated Total Price</b>
101	Monthly OCM Services	\$133,375	12 Months	\$1,600,500

**B.5.3 OPTION YEAR TWO - REQUIREMENT**

<b>CLIN</b>	<b>Item Description</b>	<b>Unit Price</b>	<b>Estimated Qty.</b>	<b>Estimated Total Price</b>
201	Monthly OCM Services	\$110,131.21	12 Months	\$1,321,574.52

B. Section G.7 as follows is added at the end of Section G.

**G.7 ORDERING CLAUSE**

- G.7.1 Any supplies and services to be furnished under this contract must be ordered by issuance of delivery orders, task orders, or purchase orders by the CO. Such orders may be issued during the term of this contract.
- G.7.2 All orders are subject to the terms and conditions of this contract. In the event of a conflict between an order and this contract, the contract shall control.
- G.7.3 If mailed, an order is considered "issued" when the District deposits the order in the mail. Orders may be issued by facsimile or by electronic commerce methods.