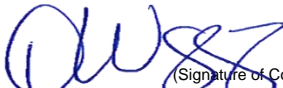


<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Solicitation Number CFOPD-19-I-037		Page of Pages	
				1	Attachments
2. Amendment/Modification Number  Amendment No. 2	3. Effective Date  See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption  Stored Value Gift Cards		
6. Issued by:  Office of the Chief Financial Officer Office of Contracts 1100 4 <sup>th</sup> Street SW Suite E610 Washington, DC 20024		Code	7. Administered by (If other than line 6)		
8. Name and Address of Contractor (No. street, city, county, state and zip code)  ALL POTENTIAL OFFERORS  Code Facility		X	9A. Amendment of Solicitation No. CFOPD-19-I-037		
			9B. Dated (See Item 11) July 30, 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 type="checkbox"/> is extended. <input checked="" 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 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) Administrative					
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input 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 provide Stored Value Gift Cards is hereby amended to response to inquiries received (Attachment A).  <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		16C. Date Signed
			 (Signature of Contracting Officer)		August 9, 2019

## **Attachment A**

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

Question 1. I just wanted to clarify on the bid the documents [vendors] should be filling out. I know the 19-I-037 is the price sheet w/gift cards but what is Attachment J.1 though J.8?

Response 1. Attachment J.1 incorporate the U.S. Department of Labor's wage determination requirements into the resultant contract, meaning the contractor will be required to pay its employees no less than the U.S. wage rates.

Attachment J.2 incorporates specific business integrity requirements into the resultant contract.

Attachment J.3 is the Bidder/Offeror Certification Form that must be completed to assist the District in determining a vendor as responsible to be awarded a contract.

Attachment J.4 is the tax certification affidavit that must be completed for the District to verify if the vendor is compliant with District tax requirements. A new vendor who has not done business with the District before or who may not have a DC business license must still complete the form.

Attachment J.5 is the Past Performance Form. Per Section L.3.2.4, the vendor must get two (2) clients, recent or ongoing, that the Bidder has provided services similar to, complete the form and the vendor must submit the completed forms with its bid.

Attachment J.6 is the EEO Forms. Vendors must complete the form to be in compliant with the District's EEO requirements.

Attachment J.7 and J.8 are the First Source forms. Vendors must complete the forms to be in compliant with the District's First Source requirements.

Failure to submit or accurately complete Attachments J.3-J.8 may not be a matter of non-responsiveness in which a bid is rejected and not considered. However, the attachments must be fully complete prior to a vendor receiving a contract award.

Question 2. Another question – what is the standard denomination for these cards. In order to provide the unit price I need the breakdown on denomination. Is it 1 standard denomination like \$25 for all brands?

Solicitation No. CFOPD-19-I-037  
Stored Value Gift Cards  
Amendment No. 2

Response 2. Per Section C.3.1.1, the contractor will be responsible for provide all denominations provided by the retailer of the brand. The District intend to be able to order whatever denomination the retailer brand offers in bulk order. Historically, the denominations have ranged from \$10 - \$500. The unit price should be a discount on the card value or a service fee per card, regardless of the denomination.

Question 3. I need to know if this bid can be extended for [vendors] so we can at least get registered in the District of Columbia. Can we have a couple of days to work on the bid while we are getting registered. It will be a couple of days for us to get registered and your bid is due August 13th – this doesn't give us much time ..Confirmed.

Response 3. A bidder does not have to be registered with the District to submit a bid. As such the deadline for bids as August 13, 2019, 2:00pm EST remain unchanged. A bidder will need to complete its DC registration prior to receiving a contract award. Please refer to the following link for registration guidance. <https://dcra.dc.gov/service/business-licensing-online-services>

Question 4. How often does this bid opportunity come up is it every year – every 5 years etc.

Response 4. The current contract has been in place for five years. The resultant contract will be for 1 year with 4, 1-year options to renew. The District will consider vendor performance, whether District has an ongoing need for the services, funding, and any other relevant factors to exercise a renewal.

Question 5. Do we have to be licensed in the State of Washington in order to provide gift card services. Also I noticed that this is due Friday August 9th is this correct?

Response 5. See Response 4.