


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-20-F-046		Page of Pages	
				1	1 Plus Attachments A & B
2. Amendment/Modification Number Amendment No. 2	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption IT Research Services		
6. Issued by: Code _____ Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E610 Washington, DC 20024		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-20-F-046		
			9B. Dated (See Item 11) September 29, 2020		
			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 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 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					
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return one 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 IT Research Services is hereby amended to provide the OCFO responses to Offeror questions (Attachment A) incorporate changes to the solicitation (Attachment B), and extend the bid due date to 2pm EST, October 27, 2020. ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED					
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer		
			Anthony A. Stover, CPPO		
15B. Name of Contractor (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia 		16C. Date Signed October 19, 2020	
				(Signature of Contracting Officer)	

Attachment A

“Responses to Questions Received”

1. In Section L.17.1(a), the District of Columbia requires that the Bidder provide “online research subscriptions.” To ensure that the District of Columbia has access to relevant, current information covering the entire IT industry:
 - a. Does the District of Columbia require that Bidders offer access to a database of at least 85,000 IT-focused research documents, excluding blogs, tweets, standalone graphics or other social media feeds?
 - a) **Response:** The District does not specify any minimum size of an available database in the solicitation but did require that a bidder “demonstrate to the satisfaction of the District the capability in all respects to perform fully the contract requirements”. (L.17.1) A bidder who submits documentation detailing the size of the research that will be made available to the District upon award as well as the type of IT-focused research documents available to the District within the subscription service they offer would be demonstrating their capacity to meet the requirements of Section L.17.1(a) of this solicitation.
 - b. Does the District of Columbia require the Bidder to state the amount of research the licensed users will have access to with the proposed subscription, excluding blogs, tweets, standalone graphics or other social media feeds?
 - b) **Response:** The District does not require the Bidder to state the amount of research the licensed users will have access to with the proposed subscription.
 - c. Is it a requirement that Bidders publish at least 1,500 IT-focused research documents per year to ensure current, broad coverage?
 - c) **Response:** The District does not require a minimum publication of documents.
 - d. Does the District of Columbia require Bidders to state the amount of IT research they have produced annually, excluding blogs, tweets, standalone graphics or other social media feeds, for each of the last three years?
 - d) **Response:** The District does not require bidders to state the amount of IT research they have produced annually. A bidder who submits documentation detailing their annual research output for each of the last three years would be demonstrating their capacity to meet the requirements of this solicitation.
2. Independence and objectivity are critical for IT research and advisory services to ensure that the Bidder’s research is reliable and actionable. Many research and advisory services companies produce “sponsored research” for technology bidders/providers in exchange for payment. Does the District of Columbia require Bidders to confirm that they do not produce research on a sponsored basis and have not produced sponsored research in the past 24 months to ensure that their research is independent and unbiased?

Response: The District does not require a bidder to confirm that they do not produce sponsored research in the solicitation. In response to this question, the District would ask that the bidders disclose whether they have produced any sponsored research within the

past 24 months and what percentage of the research materials they are making available to the District is sponsored research, if any.

3. In Section L.17.1(h), the District of Columbia has required that the proposed solution include the ability to “schedule meetings with subject matter experts on topics requested by the CIO or Director as specified in Section C.3.8 of the SOW.” In Section C.4.8, the District of Columbia requires that the proposed subscription-based service include the “ability to schedule analyst sessions on technical topics requested by the OCIO.” To ensure that Bidders have sufficient numbers of analyst staff necessary to provide the broad level of technical coverage and depth of expertise dedicated to technical topics relevant to its interests: Is it a requirement that Bidders have an analyst pool with a minimum of 1,700 analysts?

Response: The District does not specify a minimum size for an analyst pool in the solicitation. A bidder who provides a summary of the size of their analyst pool available to conduct analyst sessions along with a listing of the IT-specific areas for which it can provide analysts would be demonstrating their ability to meet the requirements in sections C.3.8, C.4.8, and L.17.1.h of the solicitation.

4. Local and State Government clients need to be able to connect with other public and private sector peers to share experiences independently and quickly to avoid costly mistakes and bypass potential pitfalls. It is critical that public sector clients have a private forum to make these critical connections for peer learning on best practices and case studies without the influence of contractor or marketer participation. Is it a requirement that Bidders provide the District of Columbia with access to a private online peer networking portal that includes a minimum of 10,000 IT end users and that excludes IT vendor participation?

Response: The District does not require a private peer forum in its solicitation. A bidder who documents the existence and size of an online private peer network portal that would be available to the District if awarded this contract in their response would be offering the District an optional service.

5. In Section L.17.1(i), the District of Columbia has required use of the Bidder’s subject matter experts “to review and provide recommendations on statements of work, contract pricing, RFPs and policy/procedure documents submitted by the OCIO.” In order to demonstrate proven ability to save government clients money and mitigate risk, does the District of Columbia require Bidders to provide three government examples of where they have saved clients at least \$500,000 or more through contract/proposal reviews?

Response: The District does not require this in the solicitation. The Offeror shall describe how they will meet this criterion as defined.

6. Is there an incumbent, if so, who is the incumbent?

Response: No. There is no active contract for the services solicited at this level.

7. Are Past Performance references required? If so, how many?

Response: Yes, see changes incorporated via Attachment B.

8. Regarding C.4.3, does the OCIO executive require the ability to schedule document reviews as described in section C.4.7 directly or simply to the ability to attend sessions scheduled by the CIO?

Response: The solicitation requires services for the IT executive level user and one delegate (C.4.2). Both the CIO and the additional OCIO executive should have the ability to work through the bidder's dedicated Executive Partner (C.4.3) to utilize the consulting services for reviewing and providing feedback on contract pricing, statements of work, and RFP's (C.4.7).

9. Regarding L.17.1(d), can you please confirm that a conference whose content was geared towards leaders in charge of driving innovation that come from multi-million-dollar global organizations and the Public Sector would meet this requirement?

Response: Yes

10. Regarding L.17.1(f), can the Government please confirm that it does not require individual events that focus on these topics, but rather VIP tracks and/or other sessions that dig into IT-centric content?

Response: Conferences shall be dedicated to topics described in L.17.1.f if available, the bidder should include sample agendas from conferences (already held or being promoted for a future date) demonstrating that the tracks/sessions they provide equate to a multi-day event on one the topics.

11. Regarding L.17.1(g), Can the Government please confirm that it requires two event ticket (i.e. the ability for the CIO and Director to attend one event each) or the equivalent?

Response: This section details the District's expectation that the CIO be provided with a ticket to an annual executive-only conference for a national audience (L.17.1.d) and that the CIO and Director each be provided with a ticket to one annual IT multi-day conference offered to a national audience (L.17.1.d.e) or the equivalent thereof.

12. Will you provide more details for IT Executive Subscription RFP?

Response: The bidder is expected to describe in detail the research services it can provide to IT executives. The District will be evaluating bids and awarding to the lowest, responsive, responsible Bidder based on the requirements of the solicitation and the special standards of responsibility delineated in L.17.1 of the solicitation.

13. Can you please provide the manufacture name or any account number you have for this Subscription?

Response: The District expects each bidder to provide these services themselves. The District is not seeking to procure any manufactured product from the bidder nor is there a relevant account number for an existing subscription, as there is no subscription being renewed.

Attachment B

Changes to the Solicitation

Section L.3 “Preparation and Submission of Bids is deleted in its entirety and replaced as follows:

L.3.1 The District may reject as non-responsive any bids submitted on forms not included in or required by the solicitation. Bidders shall make no changes to the requirements set forth in the solicitation. See Section L.12 for delivery details.

L.3.2 Bidders shall complete and provide the following as its bid submission:

- 1) Completed Section B, Price Schedule
- 2) Past Performance Evaluation Forms from three (3) clients, recent or ongoing, the Bidder has provided services similar to those required in the solicitation (the District may contact references)
- 3) The Offeror’s Dun & Bradstreet (D&B) D-U-N-S Number, recent financial statement prepared in accordance with Generally Accepted Auditing Standards (GAAS) by a certified public accountant, or a copy of the Offeror’s most recently submitted IRS tax filing
- 4) Section K, Representations, Certifications and Other Statements of Offerors
- 5) Solicitation, Offer and Award form (cover page) of this solicitation
- 6) Acknowledgement of Amendments – signed cover page of any amendments to this solicitation, if any.
- 7) The Offeror’s active Federal Supply Schedule contract and amendments/modifications