

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number DCBD-2009-R-6823	Page of Pages 1 3	
2. Amendment/Modification Number 0001	3. Effective Date July 10, 2009	4. Requisition/Purchase Request No.	5. Solicitation Caption Ward 3 Neighborhood Sustainability Indicators Pilot Project	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700S Washington, DC 20001		Code	7. Administered by (If other than line 6) Office of the Planning 2000 14 <sup>th</sup> Street NW, 4 <sup>th</sup> Floor Washington, DC 20009	
8. Name and Address of Contractor (No. street, city, county, state and zip code)		x	9A. Amendment of Solicitation No. DCBD-2009-R-6823	
Code			9B. Dated (See Item 11) 6/24/2009	
Facility			10A. Modification of Contract/Order No.	
			10B. Dated (See Item 13)	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<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 <u>1</u> 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>				
A. This change order is issued pursuant to (Specify Authority): The changes set forth in Item 14 are made in the contract/order no. in item 10A.				
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 authority of 27 DCMR, Chapter 36, Section 3601.2.				
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 checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  Solicitation DCBD-2009-R-6823 is hereby amended as described on pages 2 -3 that follow:				
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 James H. Marshall		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed 7.10.09	
(Signature of person authorized to sign)		(Signature of Contracting Officer)		

Item No.	Solicitation Reference	Amendment	Amended Solicitation Language
1	A Item 9	Delete July 14, 2009  Insert July 21, 2009	July 21, 2009
2	L.3.1	Delete: July 14, 2009  Insert: July 21, 2009	July 21, 2009
3	L.2.2	Delete In their entirety  Insert L.2.2	<p>L.2.2 Past Performance &amp; Experience</p> <p>L.2.2.1 Offeror shall provide a narrative to describe the offerors experience performing work similar in size and scope as that described in Section C where size is determined by dollar value and scope is determined by complexity including lessons learned and the application of those lessons learned to the offeror's successful completion of the District's requirements described in Section C. The narrative shall also describe any challenges the Offeror faced in meeting the service delivery requirements and how the challenges were overcome.</p> <p>L.2.2.2 List the following information for contracts and subcontracts under which the Offeror has performed work similar in size and scope as that described in Section C.</p> <ol style="list-style-type: none"> <li>a. Name of contracting activity;</li> <li>b. Contract number;</li> <li>c. Contract type;</li> <li>d. Contract duration (or Period);</li> <li>e. Total contract value;</li> <li>f. Description of work performed;</li> <li>g. Project Manager or point of contact Name, Address and Telephone;</li> </ol>

			<p>L.2.2.3 The offeror shall provide a copy of a previous final report produced under any previous contract for work similar to this job in size and scope.</p> <p>L.2.2.4 The Offeror shall submit at a minimum three completed (3) Past Performance Evaluation Forms provided as Attachment J.2.1 from the list of contracts identified in L.2.2.2 above.</p> <p>L.2.2.5 The Offerors shall also provide references from the last 3 completed consultant engagements.</p>
4	C.1.2.8	Insert C.1.2.8	C.1.2.8 Community Partners: Usually, OP works closely and seeks to engage in its planning processes the Advisory Neighborhood Commissions (ANC), civic neighborhood groups, property owners, and other local stakeholders.
5	C.2.10	Insert 2.10	C.2.10 OP is creating a web site for NSIPP to be hosted on OP's general government website.
6	C.3 d	Insert C.3 d	d. The Contractor shall create, host and maintain the interactive website for the duration of the project. After the planning process is over, OP might chose to keep the website at its own expense or migrate its contents to its own government website.
7	C.3.3.6	Insert C.3.6	C.3.3.6 The Contractor shall create benchmarks linked to the indicators and the implementation plan to make it possible to accomplish the overall community vision.
8	H.9.4	Insert H.9.4	H.9.4 The OP, through COTR, will provide staff to assist with on-the-ground questionnaires, if necessary.

Attachment A: Responses to Questions About the Solicitation:

1. Given the short response time (this RFP was issued June 26 and the response is due July 14) and the federal holiday, will there be an extension of the final deadline?

**Answer:** Yes. See Amendment 0001 Item 1 & 2.

2. Who are the community partners that the Office of Planning envisions the consulting team will be working with?

**Answer:** See Amendment 0001 Item 4.  
Community Partners are open to extend its consultation to any stakeholder group that is interested in working to advance the goals of NSIPP.

3. Is the contractor expected to host the website, and if so, for how long?

**Answer:** See Amendment 0001 Item 6

4. The RFP does not state whether the contractor is required to assess any benchmark targets and / or goals associated with indicators. Can you please clarify?

**Answer:** See Amendment 0001 Item 7

5. Will the Office of Planning staff be available to assist with on-the-ground questionnaires if necessary?

**Answer:** Yes. See Amendment 0001 Item 8

6. Will there be a pre-bid meeting?

**Answer:** No.

7. Is reference to 8 months the expected period of project performance? If so, would the District entertain a schedule extension if necessary? Even a general, ballpark number would be appreciated.

**Answer:** Please see Solicitation Section F.1.

8. Is there a budget for this project?

**Answer:** Yes, however, the District procurement regulations prohibit disclosure of the Independent Government Estimate.

9. Specific instructions for the completion of the PAST PERFORMANCE EVALUATION FORM were not included or not very clear. Are would-be prime consultants to send this form to former clients for completion and inclusion in our proposal?

**Answer:** See Amendment 0001 Item 3.

10. Would this also be required of any sub-contractors?

**Answer:** Yes

11. The requirements defined by Item H.1: HIRING OF DISTRICT RESIDENTS AS APPRENTICES AND TRAINEES on page 24 of the RFP is not clear. Will would-be contractors be held to these requirements? If so, could you please clarify these requirements?

**Answer:** Please see solicitation Section H.5.

12. First Source Employment Agreement: Please verify that we are required at this time to submit the social security numbers of all employees involved in this opportunity.

**Answer:** Social Security number should be redacted.

13. First Source Employment Agreement: Please verify that we must include our subcontractors as well in this listing

**Answer:** No. Please see attachment J.2.3.

14. Form J.2.1 Performance Evaluation Form is required for the above named submittal due on Tuesday, July 14th. However I have not found where in the RFP there is a statement suggesting how many evaluations are required? Nor does the evaluation criteria provide a weight for this component of the submittal.

**Answer:** See Amendment 0001 Item 3.

15. Please also verify that all forms should be placed in the "Technical Proposal" with the exception of Form J.2.5 Cost/Price Data Package which should be submitted in the "Price Proposal".

**Answer:** Yes

16. I would like to get a copy of the list of consultants to whom Solicitation No. DCBD-2009-R-6823, the Ward 3 Neighborhood Sustainability Indicators Pilot Project was sent.

**Answer:** Potential Offerors List

<b>Name</b>	<b>Address</b>	<b>Phone</b>
<b>The Natural Step</b>	133 SW 2nd Ave, Suite 302 Portland, OR 97204	503-241-1140
<b>HNTB</b>	1615 M St., NW 7th Floor Washington, DC 20036	202-715-6619
<b>Criterion</b>	725 NW Flanders St., Suite 303 Portland, OR 97209-3539	503-224-8606
<b>Rhodeside &amp; Harwell</b>	320 King Street Alexandria, VA 22314	703-683-7447

<b>Friends of the Earth</b>	1717 Massachusetts Av NW Suite 600 WDC 20036	202-222-0746
<b>Sierra Club</b>	2568 Martin Luther King Jr., Av SE WDC 20030	202-610-0200
<b>Institute for Market Transformation</b>	1616 P Street NW, 6 <sup>th</sup> Floor WDC 20036	202-939-3300
<b>Wallace Roberts &amp; Todd, LLC</b>	1700 Market Street, 28th Floor, Philadelphia, PA 19103	(215) 430-5099
<b>EDAW AECOM</b>	601 Prince Street Alexandria, VA 22314	703.836.1414
<b>Smith Group/JJR</b>	1850 K Street, Suite 250 Washington, DC 20006	202.974.0835
<b>Biohabitats</b>	2081 Clipper Park Road Baltimore, MD 21211	410.554.0156
<b>GHD Consulting Inc.,</b>	16701 Melford Blvd, Suite 330, Bowie, MD 20715,	301-805-2582
<b>Michael Jackson</b>	mikejacksondc@yahoo.com	
<b>Amber Real Estate, LLC</b>	1050 Connecticut Avenue NW, Suite 1000 Washington, DC 20036	202.772.1980
<b>Center for Sustainable Economy</b>	1704-B Llano Street, Suite 194 Santa Fe, New Mexico 87505	505 986-1163