AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. Contract Number	Page of Pages	
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2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption
004	See Box 16C		One City Business Portal

6. Issued by: Code	7. Administered by (If other than line 6)
D.C. Office of the Deputy Mayor for Planning and Economic Development Office of Contracts, Procurement and Grants 1100 4th Street, S.W., Suite E500 Washington, D.C. 20024	D.C. Department of Consumer and Regulatory Affairs Chief Information Officer 1100 4th Street, S.W., Suite E500 Washington, D.C. 20024

8. Name and Address of Contractor (No. street, city, county, state and zip code)		
TO ALL PROSPECTIVE OFFERORS		9A. Amendment of Solicitation No. DCCR-2014-R-0001
	X	9B. Dated (See Item 11) May 5, 2014
		10A. Modification of Contractor/Order No.
Code Facility		10B. Dated (See Item 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ 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 one (1) 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 CONTRACTORS/ORDERS ,
IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14

	A. This change order is issued pursuant to (Specify Authority): 27 DCMR, Chapter 36, Section 3601.2(b) 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:
	C. This supplemental agreement is entered into pursuant to authority of: 27 DCMR 3601.2 Change Clause, 27 DCMR 2005.6(d) as amended
	D. Other (Specify type of modification and authority) Paragraph 15, Changes, Standard Contract Provisions

E. IMPORTANT: Contractor ☐ is not ☐ is required to sign this document and return one (1) copy to the issuing office.

14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)

PROSPECTIVE OFFEROR QUESTIONS OF CLARIFICATION AND THE DISTRICT'S RESPONSE IS SET FORTH BELOW:

Question #1: During the pre-proposal meeting, Ms. Pulugurta mentioned that this proposal only applies to DCRA and no other agencies. The RFP specifically mentions several other agencies. RFP Sections C.5.1.1, C.6.1.1, C.6.1.2, C.6.1.7.4.2, C.6.2.3.4, C.6.3.1 and C.6.3.3.8 have requirements for inclusion of other agencies. Please explain and confirm if the proposal should include the required efforts stated in these sections or not.

Response: Ms. Pulugurta mentioned that the RFP applies to DCRA systems only and all integration with other agencies is strictly limited to publicly available information and no integration with back-office programs is expected. DCRA may choose to provide access to other agencies once the system is in production. Responses must address all requirements identified in the RFP.

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 Jacque McDonald, CPPO, CPPB, SPSM, MBA, MST Director of Contracts and Procurement	
15B. Name of Contractor (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia (Signature of Contracting Officer)	16C. Date Signed 5-22-14

Question #2: During the pre-proposal meeting, Ms. Pulugurta mentioned that this proposal should not include cost of the supporting hardware. Should this proposal include the cost of any licensed product (e.g. IBM WebSphere) that is needed as part of the solution?

Response: Yes.

Question #3: Does this project require that the contractor's project manager be stationed and working onsite at DCRA or be onsite only for meetings and as needed?

Response: A dedicated project manager is expected, preferably onsite.

Question #4: Do the development and implementation have to be performed onsite at DCRA or can they be done offsite?

Response: DCRA is open to options and proposals should include details of how the proposed options would be structured and staffed, including percentage of onsite presence, if any.

Question #5: Do the Operations, Maintenance, and Support as described in Section C.6.5.6 of RFP have to be performed onsite at DCRA or can they be done offsite?

Response: Same response as to Question #4 above.

Question #6: RFP Section C.5.3.1, technical requirement TR-2.0 states that data migration scripts are needed for several retiring legacy systems. Please list and describe the retiring legacy systems and confirm that the new system is replacing these legacy systems.

Response: Please refer to Section C.6.3.2.7 of the RFP.

Question #7: RFP Section C.6.5.2.3 requires delivery of source code. Please confirm that this requirement does not extend to any licensed software (e.g. Microsoft Dynamics CRM) that is needed as part of the solution.

Response: Confirmed.

Question #8: RFP Section C.6.1.7.2.4 states "Ensure that system integrates smoothly and efficiently with Microsoft Products." Please list the Microsoft products that the system needs to integrate with.

Response: MS Office suite.

Question #9: Does DCRA require that Development and Test environments be delivered in addition to the production environment for this implementation?

Response: Yes.

Question #10: Would DCRA require hot or cold backup of the production server(s) once the system is deployed?

Response: Hot back up.