AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. Contract Number	Page of Pages	
	1	15

2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption
0006	April 23, 2010	RQ676101	Comprehensive academic and Non-Comprehensive academic programming for youth ages 6 - 18

6. Issued by: Code	7. Administered by (If other than line 6)
Office of Contracting and Procurement 441 4th Street, NW, Suite 700S Washington, DC 20001	Department of Parks and Recreation 3149 16th Street, NW Washington, DC 20010

8. Name and Address of Contractor (No. street, city, county, state and zip code)		
Potential Offerors		9A. Amendment of Solicitation No. DCHA-2010-R-6101
		9B. Dated (See Item 11) 2/3/2010
	X	10A. Modification of Contract/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 ____1_____ 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)

13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14

X	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)

E. IMPORTANT: Contractor ☐ is not ☐ 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.)

1. Solicitation DCHA-2010-R-6101 is hereby amended as described on pages 2 – 12, and attachment A, B, and C.

   Attachment A: Schedule B – 15 pages
   Attachment B: Inventory list – 4 pages
   Attachment C: Questions and Answers – 12 pages

2. The proposal closing date is extended from 4/30/2010 2 PM to **5/3/2010** 2 PM.
   a) Item 9, Page 1: Delete: April 30, 2010 **Insert: May 3, 2010**
   b) Section L.3.1, Page 41: Delete: April 30, 2010 **Insert: May 3, 2010**

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 Elona Evans-McNeill	
15B. Name of Contractor (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia Elona Evans-McNeill (Signature of Contracting Officer)	16C. Date Signed 4-23-10

Item No.	Solicitation Reference	Amendment	Amended Solicitation Language
1	B	**Delete section B its entirety.** **Insert section B.**	See Attachment A.
2	C.1.2	Insert item 3. 3. DC LAW The Parks Amendment Act of 1994, effective March 16, 1995 (D.C. Law 10-226; D.C. Official Code §10-137.01), and all related regulations and Mayoral Orders. Most recent	3. **DC LAW The Parks Amendment Act of 1994, effective March 16, 1995 (D.C. Law 10-226; D.C. Official Code §10-137.01), and all related regulations and Mayoral Orders. Most recent**
	C.3.1.1.1	**Insert** **and spring**	C.3.1.1.1 Summer, Winter **and Spring** Break Program The Contractor shall provide comprehensive academic and non-academic programming to target a minimum of 80 youth (daily average attendance) at each site for a minimum of ten (10) weeks during the summer ("summer camp") and to target a minimum of 30 youth (daily average attendance) at each site for a minimum of one (1) week during DCPS winter **and spring** break. Daily average attendance shall be computed by adding total number of youth participating each day in a month and divided by the number of days of operation within that month. Programming shall consist of at least 40 hours of services per week. Program fees for youth shall be aligned with current DPR fees for summer programs. Notwithstanding the foregoing, the sites shall be open and operating during the hours set forth below in Section C.3.1.1.3.
3	C.3.1.1.2	**Delete** 100 **Insert** 50	**C.3.1.1.2** The Contractor shall provide comprehensive academic and non-academic programming to target a minimum of **50** youth (daily average attendance) at each site through an after-school programming for 25 hours per week

		Insert end of the paragraph: The Contractor shall provide after-school programming from 3:30 – 8:30. Contractor shall not provide dinner nor transportation	at no cost to participants. After-school programming shall be aligned with the District of Columbia Public Schools calendar. Adjusted programming shall occur during the District of Columbia Public Schools winter break. **The Contractor shall provide after-school programming from 3:30 – 8:30. The Contractor is not required to provide transportation and the Contractor shall not provide dinner.**
4	C.3.1.1.3	Delete C.3.1.1.3 a. and b..	
5	C.3.1.4	Insert **C.3.1.4 Management of Additional Programs** **C.3.1.4.1** The Contractor shall manage additional programs other than C.3.1.2 and C.3.1.3 above in accordance with the DPR's policy and procedures (Applicable Document 3). These additional programs are considered DPR programs and shall be approved by DPR. All costs incurred for these services shall be added to monthly invoice. a. Contractor shall reasonably cooperate with COTR OR DESIGNEE to open a facility during hours not set forth above (c.3.1.1.3) in order to accommodate popular existing regularly scheduled events such as the Saturday evening roller skating event at the Jelleff Branch. It shall be the responsibility of the contractor to fully implement these events. All such events shall be agreed upon by contractor and COTR OR DESIGNEE prior to start of services. b. Recognizing that facility will be open beyond the programmatic requirement, COTR OR DESIGNEE will work with Contractor to allow for additional	**C.3.1.4 Management of Additional Programs** **C.3.1.4.1 The Contractor shall manage additional programs other than C.3.1.2 and C.3.1.3 above in accordance with the DPR's policies and procedures** (Applicable Document 3). **These additional programs are considered DPR programs and shall be approved by DPR. All costs incurred for these services shall be added to monthly invoice.** **a. Contractor shall reasonably cooperate with COTR OR DESIGNEE to open a facility during hours not set forth above (c.3.1.1.3) in order to accommodate popular existing regularly scheduled events such as the Saturday evening roller skating event at the Jelleff Branch. It shall be the responsibility of the contractor to fully implement these events. All such events shall be agreed upon by contractor and COTR OR DESIGNEE prior to start of services.** **b. Recognizing that facility will be open beyond the programmatic requirement, COTR OR DESIGNEE will work with Contractor to allow for additional**

		programming at the site. This may include providing access and reasonable accommodations to other programmatic partners. Permits may be issued by COTR OR DESIGNEE for programs outside of programmatic requirement with reasonable prior approval of Contractor. C.3.1.4.2 Any fees charged to residents participating in DPR programs are subject to the fee schedule limits found in the applicable D.C. regulations (Applicable Document 3), as may be amended or supplemented by fees posted in the D.C. Register. C.3.1.4.3 Currently, there is the ability for programmatic partners, who are selected after a DPR vetting process, to provide additional programming at DPR sites, but such programs must be free to the public or of fee structure. C.3.1.4.4 DPR will authorize any tenants/users of the facility.	**programming at the site. This may include providing access and reasonable accommodations to other programmatic partners. Permits may be issued by COTR OR DESIGNEE for programs outside of programmatic requirement with reasonable prior approval of Contractor.** **C.3.1.4.2 Any fees charged to residents participating in DPR programs are subject to the fee schedule limits found in the applicable D.C. regulations** (Applicable Document 3)**, as may be amended or supplemented by fees posted in the D.C. Register. All fees shall be made payable to the "District of Columbia Office of the Treasurer".** **C.3.1.4.3 Currently, there is the ability for programmatic partners, who are selected after a DPR vetting process, to provide additional programming at DPR sites, but such programs must be free to the public or of fee structure.** **C.3.1.4.4 DPR will authorize any tenants/users of the facility.**
6	C.3.3.3	Insert: Contractor shall work with DPR to facilitate the designation as a feeding site.	C.3.3.3 The Contractor shall adjust programming as needed to accommodate feeding if site is deemed by DPR as a feeding site. If such accommodations are necessary, Contractor shall supervise and manage the site during feeding time, but shall not be required to transport or pay for the food. **Contractor shall work with DPR to facilitate the designation as a feeding site.**
7	C.3.3.5	Insert:	C.3.3.5 The Contractor shall work with COTR OR

		Any donations that are solicited on-site shall be used to support operations and programs under the direct control of DPR (DCMR 19-729 et al). Further, all donations shall be approved and processed according to existing D.C. law and the applicable mayoral order (Applicable Document 3).	DESIGNEE to encourage donors and sponsors to support DPR programming and operation of its facility. All donations and sponsorships shall be subject to applicable DC law and related regulations (Applicable Document 3) and have prior approval of COTR OR DESIGNEE. **Any donations that are solicited on-site shall be used to support operations and programs under the direct control of DPR (DCMR 19-729 et al). Further, all donations shall be approved and processed according to existing D.C. law and the applicable mayoral order.** (Applicable Document 3).
8	C.3.6	Insert: **C.3.6 Transition** a. Ensuring all necessary staff are on board to provide fall after school programming beginning on August 23rd. b. Scheduling all after school programming for the fall, and, by August 23rd, compiling a programming summary. c. Ensuring that the building space has been prepared for programming, and that the contractor has the necessary equipment to run the programming.	**C.3.6 Transition** **a. Ensuring all necessary staff are on board to provide fall after school programming beginning on August 23rd.** **b. Scheduling all after school programming for the fall, and, by August 23rd, compiling a programming summary.** **c. Ensuring that the building space has been prepared for programming, and that the contractor has the necessary equipment to run the programming.**
9	E.1	Insert E.1	**E.1** The inspection and acceptance requirements for the resultant contract shall be governed by clause number six (6), Inspection of Services, of the Government of the District of Columbia's Standard Contract Provisions for use with Supplies and Services Contracts, dated March, 2007.
10	E.2	Insert E.2 DPR reserves the right to visit sites at their discretion and may survey with staff and/or program participants for Contractor's performance	E.2 **DPR reserves the right to visit sites at their discretion and may survey with staff and/or program participants for Contractor's performance**
11	H.9	Delete H.9 its entirety	

		Insert H.9. **H.9 DISTRICT RESPONSIBILITIES** The District through COTR or designee will provide the following: H.9.1 Monitor the Contractor's performance. H.9.2 Inspect and accept all deliverables. H.9.3 Provide comments on deliverables. H.9.4 Provide Contractor access to the district's TMA web site (c.3.2.3) H.9.5 Broadband internet access in facility computer lab. H.9.6 Security will be provided similar to all other facilities by Park Rangers and in conjunction with Metropolitan Police Department. There is no security stationed at the site. H.9.7 Ensure the payments of facility Utilities including electricity, water, and broadband internet access. H.9.8 Provide the Contractor with access to DPR's tracking system.	**H.9 DISTRICT RESPONSIBILITIES** The District through COTR or designee will provide the following: H.9.1 Monitor the Contractor's performance. H.9.2 Inspect and accept all deliverables. H.9.3 Provide comments on deliverables. H.9.4 Provide Contractor access to the district's TMA web site (c.3.2.3) H.9.5 Broadband internet access in facility computer lab. H.9.6 Security will be provided similar to all other facilities by Park Rangers and in conjunction with Metropolitan Police Department. There is no security stationed at the site. The Contractor will not be required to provide any security. H.9.7 Ensure the payments of facility Utilities including electricity, water, and broadband internet access. H.9.8 Provide the Contractor with access to DPR's tracking system.
12	H.10	**Insert** **H.10 CRIMINAL BACKGROUND AND TRAFFIC RECORDS CHECKS FOR CONTRACTORS THAT PROVIDE DIRECT SERVICES TO**	**H.10 CRIMINAL BACKGROUND AND TRAFFIC RECORDS CHECKS FOR CONTRACTORS THAT PROVIDE DIRECT SERVICES TO CHILDREN OR YOUTH**

		CHILDREN OR YOUTH **H.10.1** A contractor that provides services as a covered child or youth services provider, as defined in section 202(3) of the Child and Youth, Safety and Health Omnibus Amendment Act of 2004, effective April 13, 2005 (D.C. Law 15-353; D.C. Official Code § 4-1501.01 *et seq.*), as amended (in this section, the "Act"), shall obtain criminal history records to investigate persons applying for employment, in either a compensated or an unsupervised volunteer position, as well as its current employees and unsupervised volunteers. The Contractor shall request criminal background checks for the following positions: **See C.3.4.2.** **H.10.2** The Contractor shall also obtain traffic records to investigate persons applying for employment, as well as current employees and volunteers, when that person will be required to drive a motor vehicle to transport children in the course of performing his or her duties. The Contractor shall request traffic records for the following positions: **Not Applicable.** **H.10.3** The Contractor shall inform all applicants requiring a criminal background check that a criminal background check must be conducted on the applicant before the applicant may be offered a compensated position or an unsupervised volunteer position.	**H.10.1** A contractor that provides services as a covered child or youth services provider, as defined in section 202(3) of the Child and Youth, Safety and Health Omnibus Amendment Act of 2004, effective April 13, 2005 (D.C. Law 15-353; D.C. Official Code § 4-1501.01 *et seq.*), as amended (in this section, the "Act"), shall obtain criminal history records to investigate persons applying for employment, in either a compensated or an unsupervised volunteer position, as well as its current employees and unsupervised volunteers. The Contractor shall request criminal background checks for the following positions: **See C.3.4.2.** **H.10.2** The Contractor shall also obtain traffic records to investigate persons applying for employment, as well as current employees and volunteers, when that person will be required to drive a motor vehicle to transport children in the course of performing his or her duties. The Contractor shall request traffic records for the following positions: **Not Applicable.** **H.10.3** The Contractor shall inform all applicants requiring a criminal background check that a criminal background check must be conducted on the applicant before the applicant may be offered a compensated position or an unsupervised volunteer position. **H.10.4** The Contractor shall inform all applicants requiring

		H.10.4 The Contractor shall inform all applicants requiring a traffic records check that a traffic records check must be conducted on the applicant before the applicant may be offered a compensated position or a volunteer position. **H.10.5** The Contractor shall obtain from each applicant, employee and unsupervised volunteer: (A) a written authorization which authorizes the District to conduct a criminal background check; (B) a written confirmation stating that the Contractor has informed him or her that the District is authorized to conduct a criminal background check; (C) a signed affirmation stating whether or not they have been convicted of a crime, pleaded nolo contendere, are on probation before judgment or placement of a case upon a stet docket, or have been found not guilty by reason of insanity, for any sexual offenses or intra-family offenses in the District or their equivalent in any other state or territory, or for any of the following felony offenses or their equivalent in any other state or territory: (i) Murder, attempted murder, manslaughter, or arson; (ii) Assault, assault with a dangerous	a traffic records check that a traffic records check must be conducted on the applicant before the applicant may be offered a compensated position or a volunteer position. **H.10.5** The Contractor shall obtain from each applicant, employee and unsupervised volunteer: (F) a written authorization which authorizes the District to conduct a criminal background check; (G) a written confirmation stating that the Contractor has informed him or her that the District is authorized to conduct a criminal background check; (H) a signed affirmation stating whether or not they have been convicted of a crime, pleaded nolo contendere, are on probation before judgment or placement of a case upon a stet docket, or have been found not guilty by reason of insanity, for any sexual offenses or intra-family offenses in the District or their equivalent in any other state or territory, or for any of the following felony offenses or their equivalent in any other state or territory: (i) Murder, attempted murder, manslaughter, or arson; (ii) Assault, assault with a dangerous weapon, mayhem, malicious disfigurement, or threats to do bodily

		weapon, mayhem, malicious disfigurement, or threats to do bodily harm; (iii) Burglary; (iv) Robbery; (v) Kidnapping; (vi) Illegal use or possession of a firearm; (vii) Sexual offenses, including indecent exposure; promoting, procuring, compelling, soliciting, or engaging in prostitution; corrupting minors (sexual relations with children); molesting; voyeurism; committing sex acts in public; incest; rape; sexual assault; sexual battery; or sexual abuse; but excluding sodomy between consenting adults; (viii) Child abuse or cruelty to children; or (ix) Unlawful distribution of or possession with intent to distribute a controlled substance; (D) a written acknowledgement stating that the Contractor has notified them that they are entitled to receive a copy of the criminal background check and to challenge the accuracy and completeness of the report; and (E) a written acknowledgement stating that the Contractor has notified them that they	harm; (iii) Burglary; (iv) Robbery; (v) Kidnapping; (vi) Illegal use or possession of a firearm; (vii) Sexual offenses, including indecent exposure; promoting, procuring, compelling, soliciting, or engaging in prostitution; corrupting minors (sexual relations with children); molesting; voyeurism; committing sex acts in public; incest; rape; sexual assault; sexual battery; or sexual abuse; but excluding sodomy between consenting adults; (viii) Child abuse or cruelty to children; or (ix) Unlawful distribution of or possession with intent to distribute a controlled substance; (I) a written acknowledgement stating that the Contractor has notified them that they are entitled to receive a copy of the criminal background check and to challenge the accuracy and completeness of the report; and (J) a written acknowledgement stating that the Contractor has notified them that they may be denied employment or a volunteer position, or may be terminated as an employee or volunteer based on the results of the criminal background check.

		may be denied employment or a volunteer position, or may be terminated as an employee or volunteer based on the results of the criminal background check. **H.10.6** The Contractor shall inform each applicant, employee and unsupervised volunteer that a false statement may subject them to criminal penalties. **H.10.7** Prior to requesting a criminal background check, the Contractor shall provide each applicant, employee, or unsupervised volunteer with a form or forms to be utilized for the following purposes: (A) To authorize the Metropolitan Police Department (MPD), or designee, to conduct the criminal background check and confirm that the applicant, employee, or unsupervised volunteer has been informed that the Contractor is authorized and required to conduct a criminal background check; (B) To affirm whether or not the applicant, employee, or unsupervised volunteer has been convicted of a crime, has pleaded nolo contendere, is on probation before judgment or placement of a case upon a stet docket, or has been found not guilty by reason of insanity for any sexual offenses or intra-family offenses in the District or their equivalent in any other state or territory of the United States, or for any of	**H.10.6** The Contractor shall inform each applicant, employee and unsupervised volunteer that a false statement may subject them to criminal penalties. **H.10.7** Prior to requesting a criminal background check, the Contractor shall provide each applicant, employee, or unsupervised volunteer with a form or forms to be utilized for the following purposes: (B) To authorize the Metropolitan Police Department (MPD), or designee, to conduct the criminal background check and confirm that the applicant, employee, or unsupervised volunteer has been informed that the Contractor is authorized and required to conduct a criminal background check; (B) To affirm whether or not the applicant, employee, or unsupervised volunteer has been convicted of a crime, has pleaded nolo contendere, is on probation before judgment or placement of a case upon a stet docket, or has been found not guilty by reason of insanity for any sexual offenses or intra-family offenses in the District or their equivalent in any other state or territory of the United States, or for any of the felony offenses described in paragraph H.10.5(C); (C) To acknowledge that the applicant, employee, or unsupervised volunteer has been notified of his or her right to obtain a copy of the criminal background check report

		the felony offenses described in paragraph H.10.5(C); (C) To acknowledge that the applicant, employee, or unsupervised volunteer has been notified of his or her right to obtain a copy of the criminal background check report and to challenge the accuracy and completeness of the report; (D) To acknowledge that the applicant may be denied employment, assignment to, or an unsupervised volunteer position for which a criminal background check is required based on the outcome of the criminal background check; and (E) To inform the applicant or employee that a false statement on the form or forms may subject them to criminal penalties pursuant to D.C. Official Code §22-2405. **H.10.8** The Contractor shall direct the applicant or employee to complete the form or forms and notify the applicant or employee when and where to report to be fingerprinted. **H.10.9** Unless otherwise provided herein, the Contractor shall request criminal background checks from the Chief, MPD (or designee), who shall be responsible for conducting criminal background checks, including fingerprinting.	and to challenge the accuracy and completeness of the report; (D) To acknowledge that the applicant may be denied employment, assignment to, or an unsupervised volunteer position for which a criminal background check is required based on the outcome of the criminal background check; and (E) To inform the applicant or employee that a false statement on the form or forms may subject them to criminal penalties pursuant to D.C. Official Code §22-2405. **H.10.8** The Contractor shall direct the applicant or employee to complete the form or forms and notify the applicant or employee when and where to report to be fingerprinted. **H.10.9** Unless otherwise provided herein, the Contractor shall request criminal background checks from the Chief, MPD (or designee), who shall be responsible for conducting criminal background checks, including fingerprinting. **H.10.10** The Contractor shall request traffic record checks from the Director, Department of Motor Vehicles (DMV) (or designee), who shall be responsible for conducting traffic record checks. **H.10.11** The Contractor shall provide copies of all criminal background and traffic check reports to the COTR

		H.10.10 The Contractor shall request traffic record checks from the Director, Department of Motor Vehicles (DMV) (or designee), who shall be responsible for conducting traffic record checks. **H.10.11** The Contractor shall provide copies of all criminal background and traffic check reports to the COTR within one business day of receipt. **H.10.12** The Contractor shall pay for the costs for the criminal background and traffic record checks, pursuant to the requirements set forth by the MPD and DMV. The District shall not make any separate payment for the cost of criminal background and traffic record checks. **H.10.13** The Contractor may make an offer of appointment to, or assign a current employee or applicant to, a compensated position contingent upon receipt from the CO of the COTR's decision after his or her assessment of the criminal background or traffic record check. **H.10.14** The Contractor may not make an offer of appointment to an unsupervised volunteer whose position brings him or her into direct contact with children until it receives from the contracting officer the COTR's decision after his or her assessment of the criminal background or traffic record check. **H.10.15** The Contractor shall not employ or permit to serve as an unsupervised volunteer an applicant or	within one business day of receipt. **H.10.12** The Contractor shall pay for the costs for the criminal background and traffic record checks, pursuant to the requirements set forth by the MPD and DMV. The District shall not make any separate payment for the cost of criminal background and traffic record checks. **H.10.13** The Contractor may make an offer of appointment to, or assign a current employee or applicant to, a compensated position contingent upon receipt from the CO of the COTR's decision after his or her assessment of the criminal background or traffic record check. **H.10.14** The Contractor may not make an offer of appointment to an unsupervised volunteer whose position brings him or her into direct contact with children until it receives from the contracting officer the COTR's decision after his or her assessment of the criminal background or traffic record check. **H.10.15** The Contractor shall not employ or permit to serve as an unsupervised volunteer an applicant or employee who has been convicted of, has pleaded nolo contendere to, is on probation before judgment or placement of a case on the stet docket because of, or has been found not guilty by reason of insanity for any sexual offenses involving a minor. **H.10.16** Unless otherwise specified herein, the Contractor shall conduct periodic criminal background checks

		employee who has been convicted of, has pleaded nolo contendere to, is on probation before judgment or placement of a case on the stet docket because of, or has been found not guilty by reason of insanity for any sexual offenses involving a minor. **H.10.16** Unless otherwise specified herein, the Contractor shall conduct periodic criminal background checks upon the exercise of each option year of this contract for current employees and unsupervised volunteer in the positions listed in sections H.10.1 and H.10.2. **H.10.17**An employee or unsupervised volunteer may be subject to administrative action including, but not limited to, reassignment or termination at the discretion of the COTR after his or her assessment of a criminal background or traffic record check. **H.10.18**The COTR shall be solely responsible for assessing the information obtained from each criminal background and traffic records check report to determine whether a final offer may be made to each applicant or employee. The COTR shall inform the CO of its decision, and the CO shall inform the Contractor whether an offer may be made to each applicant. **H.10.19**If any application is denied because the COTR determines that the applicant presents a present danger to children or youth, the Contractor shall notify the applicant of such determination and	upon the exercise of each option year of this contract for current employees and unsupervised volunteer in the positions listed in sections H.10.1 and H.10.2. **H.10.17**An employee or unsupervised volunteer may be subject to administrative action including, but not limited to, reassignment or termination at the discretion of the COTR after his or her assessment of a criminal background or traffic record check. **H.10.18**The COTR shall be solely responsible for assessing the information obtained from each criminal background and traffic records check report to determine whether a final offer may be made to each applicant or employee. The COTR shall inform the CO of its decision, and the CO shall inform the Contractor whether an offer may be made to each applicant. **H.10.19**If any application is denied because the COTR determines that the applicant presents a present danger to children or youth, the Contractor shall notify the applicant of such determination and inform the applicant in writing that she or he may appeal the denial to the Commission on Human Rights within thirty (30) days of the determination. **H.10.20**Criminal background and traffic record check reports obtained under this section shall be confidential and are for the exclusive use of making employment-related determinations. The Contractor shall not release or otherwise disclose the reports to any person, except as directed by the CO.

		inform the applicant in writing that she or he may appeal the denial to the Commission on Human Rights within thirty (30) days of the determination. **H.10.20** Criminal background and traffic record check reports obtained under this section shall be confidential and are for the exclusive use of making employment-related determinations. The Contractor shall not release or otherwise disclose the reports to any person, except as directed by the CO.	
13	H.11	**Insert:** **H.11 SUBCONTRACTING PLAN COMPLIANCE** **H.11.1 Reporting.** If the Contractor has an approved subcontracting plan under this contract, the Contractor shall submit to the CO and the Director of DSLBD, no later than the 21st of each month following execution of the contract, a Subcontracting Plan Compliance Report to verify its compliance with the subcontracting requirements for the preceding month. The monthly subcontracting plan compliance report shall include the following information: **H.11.1.1** The dollar amount of the contract or procurement; **H.11.1.2** A brief description of the goods procured or the services contracted for;	**H.11 SUBCONTRACTING PLAN COMPLIANCE** **H.11.1 Reporting.** If the Contractor has an approved subcontracting plan under this contract, the Contractor shall submit to the CO and the Director of DSLBD, no later than the 21st of each month following execution of the contract, a Subcontracting Plan Compliance Report to verify its compliance with the subcontracting requirements for the preceding month. The monthly subcontracting plan compliance report shall include the following information: **H.11.1.1** The dollar amount of the contract or procurement; **H.11.1.2** A brief description of the goods procured or the services contracted for; **H.11.1.3** The name of the business enterprise from which

		H.11.1.3 The name of the business enterprise from which the goods were procured or services contracted; **H.11.1.4** Whether the subcontractors to the contract are currently certified business enterprises; **H.11.1.5** The dollar percentage of the contract awarded to SBEs, or if insufficient SBEs, to other certified business enterprises; **H.11.1.6** A description of the activities the Contractor engaged in, in order to achieve the subcontracting requirements set forth in its plan; and **H.11.1.7** A description of any changes to the activities the Contractor intends to make by the next month to achieve the requirements set forth in its plan.	the goods were procured or services contracted; **H.11.1.4** Whether the subcontractors to the contract are currently certified business enterprises; **H.11.1.5** The dollar percentage of the contract awarded to SBEs, or if insufficient SBEs, to other certified business enterprises; **H.11.1.6** A description of the activities the Contractor engaged in, in order to achieve the subcontracting requirements set forth in its plan; and **H.11.1.7** A description of any changes to the activities the Contractor intends to make by the next month to achieve the requirements set forth in its plan.
14	J.1.3	**Insert** J.1.3 Inventory List for Jelleff Branch and Loughran Center 4 pages	J.1.3 Inventory List for Jelleff Branch and Loughran Center (Attachment B)
15	L.2.7.3	Insert L.2.7.3 d Key personnel who have relevant experience will be considered	L.2.7.3 d Key personnel who have relevant experience will be considered

SECTION B: SUPPLIES OR SERVICES AND PRICE

B.1 The Department of Parks and Recreation (DPR) seeks vendors, or vendor, to operate and coordinate programming in one (1) or two (2) DPR facilities. The vendor will be expected to provide a safe, engaging environment and comprehensive academic and non-academic programming for youth ages 6-18 that live in the District of Columbia, during both the summer and the school year.

B.2 If an offeror intends to subcontract under this solicitation, it must subcontract at least 35% of the dollar volume of this contract in accordance with the provisions of section M.5.1. The prime contractor responding to this solicitation shall be required to submit with its proposal, a notarized statement detailing its subcontracting plan. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the bidder intends to subcontract in accordance with the provisions of section M.5.1, but fails to submit a subcontracting plan with its proposal.

B.3 The District contemplates award of a firm fixed type contract based on unit price with Labor-hour CLINs.

B.4 Price Schedule

B.4.1 BASE YEAR (Date of award through One year)

Contract Line Item No. (CLIN)	Item Description	Unit Price	Estimated Daily Average Attendance	Quantity	Total Price
0001	Summer, Winter, and Spring Break Programming: as described in Section C.3				$_____
0001AA	Mary & Daniel Loughran Center	$ _____ per youth month	___80_____	3 Month	$ _____
0001AB	Jelleff Branch	$ _____ per youth month	___80_____	3 Month	$ _____
0002	After school programming as described in Section C.3				$_____
0002AA	Mary & Daniel Loughran Center	$ _____ per youth month	___50____	9 Month	$ _____

0002AB	Jelleff Branch	$ _____ per youth month	___50____	9 Month	$ _____
Total Base Year Price					$_____

B.4.1.1 Labor Hour CLINs for Management of additional programs as described in section C.3.

CLIN	JOB TITLE	UNIT	Labor Rate	Markup/ profit	Total
0003	Management of additional Programs (C.3.1.4)				
0003AA	Customer Service Representative	Hour	$_____	$_____	$_____
0003AB	Program Director	Hour	S_____	S_____	S_____
0003AC	Regional Director	Hour	S_____	S_____	S_____
0003AD	Branch Director	Hour	S_____	S_____	S_____
0003AE	Custodian	Hour	S_____	S_____	S_____
0003AF	Skating Assistant I	Hour	S_____	S_____	S_____
0003AG	Skating Assistant II	Hour	S_____	S_____	S_____
0003AH	Skating Assistant III	Hour	S_____	S_____	S_____
0003AI	Scorekeeper I	Hour	S_____	S_____	S_____
0003AJ	Scorekeeper II	Hour	S_____	S_____	S_____
0003AK	Program Aid I	Hour	S_____	S_____	S_____
0003AL	Program Aid II	Hour	S_____	S_____	S_____
0003AM	Drum Instructor	Hour	S_____	S_____	S_____
0003AN	Arts Teacher	Hour	S_____	S_____	S_____

B.4.2 Option Year One

Contract Line Item No. (CLIN)	Item Description	Unit Price	Estimated Daily Average Attendance	Quantity	Total Price
0101	Summer, Winter, and Spring Break Programming: as described in Section C.3				$_____
0101AA	Mary & Daniel Loughran Center	$ _____ per youth month	___80_____	3 Month	$ _____

0101AB	Jelleff Branch	$ _____ per youth month	___80_____	3 Month	$ _____
0102	After school programming as described in Section C.3				$_____
0102AA	Mary & Daniel Loughran Center	$ _____ per youth month	___50____	9 Month	$ _____
0102AB	Jelleff Branch	$ _____ per youth month	___50____	9 Month	$ _____
Total Option Year One Price					$_____

B.4.2.1 Labor Hour CLINs for Management of additional programs as described in section C.3.

CLIN	JOB TITLE	UNIT	Labor Rate	Markup/ profit	Total
0103	Management of additional Programs (C.3.1.4)				
0103AA	Customer Service Representative	Hour	$_____	$_____	$_____
0103AB	Program Director	Hour	S_____	S_____	S_____
0103AC	Regional Director	Hour	S_____	S_____	S_____
0103AD	Branch Director	Hour	S_____	S_____	S_____
0103AE	Custodian	Hour	S_____	S_____	S_____
0103AF	Skating Assistant I	Hour	S_____	S_____	S_____
0103AG	Skating Assistant II	Hour	S_____	S_____	S_____
0103AH	Skating Assistant III	Hour	S_____	S_____	S_____
0103AI	Scorekeeper I	Hour	S_____	S_____	S_____
0103AJ	Scorekeeper II	Hour	S_____	S_____	S_____
0103AK	Program Aid I	Hour	S_____	S_____	S_____
0103AL	Program Aid II	Hour	S_____	S_____	S_____
0103AM	Drum Instructor	Hour	S_____	S_____	S_____
0103AN	Arts Teacher	Hour	S_____	S_____	S_____

B.4.3 Option Year Two

Contract	Item	Unit Price	Estimated	Quantity	Total Price

Line Item No. (CLIN)	Description		Daily Average Attendance		
0201	Summer, Winter, and Spring Break Programming: as described in Section C.3				$_____
0201AA	Mary & Daniel Loughran Center	$ _____ per youth month	___80_____	3 Month	$ _____
0201AB	Jelleff Branch	$ _____ per youth month	___80_____	3 Month	$ _____
0202	After school programming as described in Section C.3				$_____
0202AA	Mary & Daniel Loughran Center	$ _____ per youth	___50____	9 Month	$ _____
0202AB	Jelleff Branch	$ _____ per youth	___50____	9 Month	$ _____
Total Option Year Two Price					$_____

B.4.3.1 Labor Hour CLINs for Management of additional programs as described in section C.3.

CLIN	JOB TITLE	UNIT	Labor Rate	Markup/ profit	Total
0203	Management of additional Programs (C.3.1.4)				
0203AA	Customer Service Representative	Hour	$_____	$_____	$_____
0203AB	Program Director	Hour	S_____	S_____	S_____
0203AC	Regional Director	Hour	S_____	S_____	S_____
0203AD	Branch Director	Hour	S_____	S_____	S_____
0203AE	Custodian	Hour	S_____	S_____	S_____
0203AF	Skating Assistant I	Hour	S_____	S_____	S_____
0203AG	Skating Assistant II	Hour	S_____	S_____	S_____
0203AH	Skating Assistant III	Hour	S_____	S_____	S_____

0203AI	Scorekeeper I	Hour	S_____	S_____	S_____
0203AJ	Scorekeeper II	Hour	S_____	S_____	S_____
0203AK	Program Aid I	Hour	S_____	S_____	S_____
0203AL	Program Aid II	Hour	S_____	S_____	S_____
0203AM	Drum Instructor	Hour	S_____	S_____	S_____
0203AN	Arts Teacher	Hour	S_____	S_____	S_____

B.4.4 Option Year Three

Contract Line Item No. (CLIN)	Item Description	Unit Price	Estimated Daily Average Attendance	Quantity	Total Price
0301	Summer, Winter, and Spring Break Programming: as described in Section C.3				$_____
0301AA	Mary & Daniel Loughran Center	$ _____ per youth month	___80_____	3 Month	$ _____
0301AB	Jelleff Branch	$ _____ per youth month	___80_____	3 Month	$ _____
0302	After school programming as described in Section C.3				$_____
0302AA	Mary & Daniel Loughran Center	$ _____ per youth	___50____	9 Month	$ _____
0302AB	Jelleff Branch	$ _____ per youth	___50____	9 Month	$ _____
Total Option Year Three Price					$_____

B.4.4.1 Labor Hour CLINs for Management of additional programs as described in section C.3.

CLIN	JOB TITLE	UNIT	Labor Rate	Markup/ profit	Total
0303	Management of additional Programs (C.3.1.4)				

0303AA	Customer Service Representative	Hour	$_____	$_____	$_____
0303AB	Program Director	Hour	S_____	S_____	S_____
0303AC	Regional Director	Hour	S_____	S_____	S_____
0303AD	Branch Director	Hour	S_____	S_____	S_____
0303AE	Custodian	Hour	S_____	S_____	S_____
0303AF	Skating Assistant I	Hour	S_____	S_____	S_____
0303AG	Skating Assistant II	Hour	S_____	S_____	S_____
0303AH	Skating Assistant III	Hour	S_____	S_____	S_____
0303AI	Scorekeeper I	Hour	S_____	S_____	S_____
0303AJ	Scorekeeper II	Hour	S_____	S_____	S_____
0303AK	Program Aid I	Hour	S_____	S_____	S_____
0303AL	Program Aid II	Hour	S_____	S_____	S_____
0303AM	Drum Instructor	Hour	S_____	S_____	S_____
0303AN	Arts Teacher	Hour	S_____	S_____	S_____

B.4.5 Option Year Four

Contract Line Item No. (CLIN)	Item Description	Unit Price	Estimated Daily Average Attendance	Quantity	Total Price
0401	Summer, Winter, and Spring Break Programming: as described in Section C.3.				$_____
0401AA	Mary & Daniel Loughran Center	$ _____ per youth month	___80_____	3 Month	$ _____
0401AB	Jelleff Branch	$ _____ per youth month	___80_____	3 Month	$ _____
0402	After school programming as described in Section C.3.				$_____
0402AA	Mary & Daniel Loughran Center	$ _____ per youth	___50____	9 Month	$ _____
0402AB	Jelleff Branch	$ _____ per youth	___50____	9 Month	$ _____
Total Option Year Four Price					$_____

B.4.5.1 Labor Hour CLINs for Management of additional programs as described in section C.3.

CLIN	JOB TITLE	UNIT	PRICE		
0403	Management of additional Programs (C.3.1.4)		**Labor Rate**	**Markup/ profit**	**Total**
0403AA	Customer Service Representative	Hour			
0403AB	Program Director	Hour	$_____	$_____	$_____
0403AC	Regional Director	Hour	S_____	S_____	S_____
0403AD	Branch Director	Hour	S_____	S_____	S_____
0403AE	Custodian	Hour	S_____	S_____	S_____
0403AF	Skating Assistant I	Hour	S_____	S_____	S_____
0403AG	Skating Assistant II	Hour	S_____	S_____	S_____
0403AH	Skating Assistant III	Hour	S_____	S_____	S_____
0403AI	Scorekeeper I	Hour	S_____	S_____	S_____
0403AJ	Scorekeeper II	Hour	S_____	S_____	S_____
0403AK	Program Aid I	Hour	S_____	S_____	S_____
0403AL	Program Aid II	Hour	S_____	S_____	S_____
0403AM	Drum Instructor	Hour	S_____	S_____	S_____
0403AN	Arts Teacher	Hour	S_____	S_____	S_____
				S_____	S_____

B.4.6 Grand Totals

Base Year $_____

Option Year 1 $_____

Option Year 2 $_____

Option Year 3 $_____

Option Year 4 $_____

Grand Total $_____

Loughran Center

PREPARED BY: Mike Crumble, Branch Director

CLUB AREA	ITEM NAME	CONDITION RATING	ITEM DETAILS			SERIAL #	ORIGIN DATE
			BRAND	MODEL	COLOR		
MEMBERSHIP DESK							
	Wooden Desk	3	n/a	n/a	n/a	N/A	N/A
	4 DR File Cabinet	3	n/a	n/a	Blk	n/a	N/A
COMPUTER LAB							
	(18) PCs	1	Dell	N/A	Black	N/A	12/1/08
	3 shelf wooden Bookcases	2	n/a	n/a	Brn	N/A	N/A
	4 wooden 6 shelf Bookcases	2	n/a	n/a	Brn	N/A	N/A
	Plastic Desks	3	n/a	n/a	Brn & Blk	N/A	N/A
	32in Flatscreen TV	2	Envision	n/a	Blk	N/A	N/A
	CD/DVD/ Player	2	Panasonic	?	Silver	N/A	N/A
	Printer	3	HP	CP1215	Crème	N/A	N/A
	(10) Wooden Computer Desks	2	n/a	n/a	Brn	N/A	N/A
	Copier/Printer/Scanner	3	Brother	DCP8040	Crème	N/A	N/A
AREA DIR. OFFICE							
	Wooden Desk	3	n/a	n/a	Brn	N/A	N/A
	3 DR Wooden file cabinet	3	n/a	n/a	Brn	N/A	N/A
	Leather High Back Executive Desk Chair	3	n/a	n/a	Blk	N/A	N/A
	5 Shelf Wooden bookcase	3	n/a	n/a	White	N/A	N/A
KITCHEN							
	Refrigerator	1	Kenmore	Elite	Chrome	WA63100080	9/1/06
	Blender	4	Oster	n/a	Wht	N/A	N/A
	Microwave	3	Goldstar	?	Blk	N/A	N/A
	3 Coffee machines	4	n/a	n/a	Wht	N/A	N/A
	Freezer	1	Kenmore	Elite	Chrome	WB63612716	8/1/06
	Stove Oven	2	Vulcan	E36	Chrome	8195338	N/A
BRANCH DIR. OFFICE							
	Wooden Printer Table	3	n/a	n/a	Brn	N/A	N/A
	2 DR Wooden Stand	3	n/a	n/a	Brn	N/A	N/A
	4 Shelf Wooden Bookcase	3	n/a	n/a	Brn	N/A	N/A
	Printer	3	Epson	Workforce	Black	N/A	N/A
	Round wooden Table	3	n/a	n/a	Brn/Grey	N/A	N/A
	Desk Chair	3	n/a	n/a	Blk	N/A	N/A
	3 Shelf Wooden Bookcase	3	n/a	n/a	Brn	N/A	N/A
	Wooden Desk	3	n/a	n/a	Blk	N/A	N/A
TV ROOM							
	TV	3	Samsung	N/A	Black	N/A	N/A
	(3) Square Plastic Folding Tables	4	n/a	n/a	Off White	N/A	N/A
	(3) 9 Ft Plastic Folding table	4	n/a	n/a	Off White	N/A	N/A
	DVD Playeer	3	n/a	n/a	Silver	N/A	N/A
	Metal Storage Cabinet	3	n/a	n/a	Beige	N/A	N/A
COACHS OFFICE							
	(2) 4BR Wooden Desks	3	n/a	n/a	Brn	N/A	N/A
	4 Shelf Bookcase	3	n/a	n/a	Brn	N/A	N/A
	(2) 2DR Wooden Cabinets	3	n/a	n/a	Brn	N/A	N/A
GYM							
	Scoreboard	3	Nevco	N/A	Black	N/A	N/A
	Scoreboard	3	Nevco	N/A	Black	N/A	N/A
MUSIC ROOM							
	Mixer	1	Peavey	24FX	Black	N/A	N/A
TEEN LOUNGE							
	Pool Table	1	Showood	N/A	Red	N/A	N/A
	TV- 32inch	1	Sony	Bravia	Black	N/A	6/1/07
	Wooden Desk	3	n/a	n/a	Brn	N/A	N/A
	(2) Glass TV Stands	3	n/a	n/a	Blk	N/A	N/A
	Ping Pong Table	5	Game Power	n/a	Green	N/A	N/A
	DVD/CD Player	3	JVC	n/a	Blk	N/A	N/A
	6 Ft Table	3	n/a	n/a	Blue	N/A	N/A
	Surround Sound System	4	JVC	n/a	n/a	N/A	N/A
	Boom Box	4	JVC	n/a	n/a	Grey/Blk	N/A
	(6) Bean Bag Chairs	3	n/a	n/a	n/a	N/A	N/A
	Metal 2DR Cabinet	3	n/a	n/a	n/a	N/A	N/A
	Leather High Back Executive Desk Chair	3	n/a	n/a	Blk	N/A	N/A
	(2) Table Lamps	4	n/a	n/a	Beige/Brn	N/A	N/A
	Sofa & Loveseat	3	n/a	n/a	Blue	N/A	N/A
	(3) Shelf wooden Bookcases	3	n/a	n/a	Bon	N/A	N/A
	Metal Filing Cabinet	3	n/a	n/a	Beige	N/A	N/A
	(2) Steel Computer Desks	3	n/a	n/a	Blk/Silver	N/A	N/A
	Wooden Footlocker/Table	4	n/a	n/a	Blk	N/A	N/A
	(2) Glass End Tables	3	n/a	n/a	Blk	N/A	N/A
	Chess/Checker tables	3	n/a	n/a	Brn	N/A	N/A

Loughran Center

PREPARED BY: Mike Crumble, Branch Director

CLUB AREA	ITEM NAME	CONDITION RATING	ITEM DETAILS			SERIAL #	ORIGIN DATE
	Foosball table	4	Spartan Sports	n/a	Brn	N/A	N/A
	TV- 32inch	1	Sony	Bravia	Black	N/A	6/1/07
	PC	2	HP	Slimline S330	Black	N/A	6/1/07
	PC	2	HP	Slimline S330	Black	N/A	6/1/07
	TV- 50inch	3	Sony	N/A	Black	9007652	6/1/07
MISC.							
	62 Plastic Chairs	3	n/a	n/a	Blue	N/A	N/A
	98 youth Football uniforms (Shirt & Pants)	3	n/a	n/a	Wht pants Red/Blu/Wh t Shirts	N/A	N/A
	72 Youth Helmets	3	n/a	n/a	white	N/A	N/A
	72 Youth Practice pants	3	n/a	n/a	Wht	N/A	N/A
	80 sm, med, lg youth shoulder pads	3	n/a	n/a	white	N/A	N/A
	65 Youth Basketball Uniforms Tops & shorts	3	n/a	n/a	red, wht, blue	N/A	N/A
	30 youth & Adult Basketballs	3 to 4	n/a	n/a	brown	N/A	N/A
	2500 Assorted Books	4	n/a	n/a	n/a	N/A	N/A
	40 Metal Chairs	3	n/a	n/a	Brn	N/A	N/A
LOBBY							
	1 9ft Table	3	n/a	n/a	Blue	N/A	N/A
	(3) Wooden/Glass Trophy Cases	3	n/a	n/a	Brn	N/A	N/A
	Smoker/Grill	3	Brinkman	n/a	Blk	N/A	N/A
	Chess/Checker tables	3	n/a	n/a	Brn	N/A	N/A
ARTS & CRAFTS ROOM							
	(3) 5ft Tables	4	n/a	n/a	Blue	N/A	N/A
	Chess/Checkers Table	3	n/a	n/a	Brn	N/A	N/A
	36 inch TV	3	RCA	n/a	Blk	N/A	N/A
	Glass & Steel	3	n/a	n/a	Blk/Grey	N/A	N/A
	6ft Pool Table	3	n/a	n/a	Brn	N/A	N/A
	Foosball	3	n/a	n/a	Brn	N/A	N/A
	Metal Cabinet	4	n/a	n/a	Beige	N/A	N/A

Jelleff Branch

PREPARED BY: Bob Stowers, Branch Director

AREA	ITEM NAME	CONDITION RATING	ITEM DETAILS			SERIAL #	ORIGIN DATE
			BRAND	MODEL	COLOR		
COMPUTER LAB							
	(7) PCs	3	Dell	Optiplex	Black	N/A	N/A
	Table	3	N/A	N/A	N/A	N/A	N/A
	Printer & Stand	3	N/A	N/A	N/A	N/A	N/A
	(8) Chairs	3	N/A	N/A	N/A	N/A	N/A
	CD Storage Cabinet	3	N/A	N/A	N/A	N/A	N/A
STAFF OFFICES							
	Defibilirator	1	Cardiac Science	N/A	Crème	N/A	6/1/08
	Copier	4	N/A	N/A	N/A	N/A	N/A
	TV	4	N/A	N/A	N/A	N/A	N/A
	Typewriters (2)	4	N/A	N/A	N/A	N/A	N/A
STORAGE							
	Floor Bluffer	3	N/A	N/A	Chrome	N/A	N/A
	Floor Bluffer	3	N/A	N/A	Chrome	N/A	N/A
	Riding Lawn Mower	3	Sears	N/A	Green	N/A	6/1/89
	Display Case	4	N/A	N/A	N/A	N/A	N/A
	Portable Chalk Boards (3)	3	N/A	N/A	N/A	N/A	N/A
	Storage Units (6)	3	N/A	N/A	N/A	N/A	N/A
	Hand Carts (2)	3	N/A	N/A	N/A	N/A	N/A
	Vacuum (2)	3	N/A	N/A	N/A	N/A	N/A
	Vacuum	2	Tornado	N/A	Chrome	N/A	6/1/04
GAMES ROOM							
	Keyboard	1	Yamaha	N/A	Black	N/A	6/1/06
	TV	3	Sony	N/A	Grey	N/A	6/1/99
	Pool Table	3	N/A	N/A	Green	N/A	6/1/94
	Pool Table	3	N/A	N/A	Green	N/A	6/1/94
	Pool Table	3	N/A	N/A	Green	N/A	6/1/94
	BUMPER POOL TABLES (2)	3	N/A	N/A	N/A	N/A	N/A
	FOOSBALL GAMES (3)	3	N/A	N/A	N/A	N/A	N/A
	PING PONG TABLE	3	N/A	N/A	N/A	N/A	N/A
	SOFA	3	N/A	N/A	N/A	N/A	N/A
	LOUNGE CHAIR	3	N/A	N/A	N/A	N/A	N/A
	AIR HOCKEY GAME	3	N/A	N/A	N/A	N/A	N/A
	BENCH SEATS (22)	3	N/A	N/A	N/A	N/A	N/A
	TV	3	Sony	N/A	Grey	N/A	N/A
KITCHEN							
	Oven	4	Garland	N/A	White	N/A	6/1/89
	Refrigerator	3	GE	N/A	White	N/A	N/A
	STORAGE CABINETS (3)	3	N/A	N/A	N/A	N/A	N/A
	LARGE TABLES (2)	3	N/A	N/A	N/A	N/A	N/A
	SMALL TABLE	3	N/A	N/A	N/A	N/A	N/A
	MICROWAVE OVEN	4	N/A	N/A	N/A	N/A	N/A
	Refrigerator	3	Westinghouse	N/A	White	N/A	N/A
GYM							
	Scaffold	3	N/A	N/A	Grey	N/A	6/1/53
	Portable Seating (4)	2	N/A	N/A	Misc	N/A	6/1/06
	Portable Seating (4)	2	N/A	N/A	Misc	N/A	6/1/06
	SPEAKERS (4)	3	N/A	N/A	N/A	N/A	N/A
	MATS 6 X 12 (4)	4	N/A	N/A	N/A	N/A	N/A
	VOLLEYBALL POLES (4)	3	N/A	N/A	N/A	N/A	N/A
	SCOREBOARD	3	N/A	N/A	N/A	N/A	N/A
	Amplifier	2	TOA	N/A	Black	N/A	6/1/99
ATHLETIC OFF.							
	DESK	3	N/A	N/A	N/A	N/A	N/A
	FILE CABINETS (2)	3	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS (3)	3	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS	2	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS (2)	3	N/A	N/A	N/A	N/A	N/A
ATHLETIC STOR.							
	STORGAE RACKS (4)	3	N/A	N/A	N/A	N/A	N/A
	STORAGE CABINETS (3)	4	N/A	N/A	N/A	N/A	N/A
	PAIRS ROLLER SKATES (150)	3	N/A	N/A	N/A	N/A	N/A
	TURNTABLE	4	N/A	N/A	N/A	N/A	N/A
	CASSETTE PLAYER	3	N/A	N/A	N/A	N/A	N/A
	CD PLAYERS (2)	3	N/A	N/A	N/A	N/A	N/A
	MIXER & MICROPHONE	3	N/A	N/A	N/A	N/A	N/A
	DISCO BALL	4	N/A	N/A	N/A	N/A	N/A
	KAREOKE MACHINE (2)	3	N/A	N/A	N/A	N/A	N/A
	BALLS (30)	3	N/A	N/A	N/A	N/A	N/A
	CDs (150)	3	N/A	N/A	N/A	N/A	N/A
	CL PUMP	3	N/A	N/A	N/A	N/A	N/A
	BACKBOARD	4	N/A	N/A	N/A	N/A	N/A
	POOL VACUUM HOSE	2	N/A	N/A	N/A	N/A	N/A

Jelleff Branch

PREPARED BY: Bob Stowers, Branch Director

AREA	ITEM NAME	CONDITION RATING	ITEM DETAILS			SERIAL #	ORIGIN DATE
	LIFELINE - POOL	2	N/A	N/A	N/A	N/A	N/A
	POOL GUARD TUBES (3)	3	N/A	N/A	N/A	N/A	N/A
	LADDERS (3)	4	N/A	N/A	N/A	N/A	N/A
	FANS (5)	3	N/A	N/A	N/A	N/A	N/A
WEIGHT ROOM							
	OLYMPIC BARS (4)	3	N/A	N/A	N/A	N/A	N/A
	SMALL BARS (4)	3	N/A	N/A	N/A	N/A	N/A
	BARBELLS (25)	3	N/A	N/A	N/A	N/A	N/A
	EXERCISE MACHINES (6)	3	N/A	N/A	N/A	N/A	N/A
	BENCHES (4)	3	N/A	N/A	N/A	N/A	N/A
	SMALL FANS (2)	3	N/A	N/A	N/A	N/A	N/A
	MATS (3)	3	N/A	N/A	N/A	N/A	N/A
	STORAGE RACKS (2)	3	N/A	N/A	N/A	N/A	N/A
	DOZENS OF PLATES	3	N/A	N/A	N/A	N/A	N/A
	SQUAT RACKS (2)	3	N/A	N/A	N/A	N/A	N/A
WEIGHT STORAGE							
	CABINETS (4)	3	N/A	N/A	N/A	N/A	N/A
	TV & ROLLING STAND	3	N/A	N/A	N/A	N/A	N/A
	MOWERS (3)	3	N/A	N/A	N/A	N/A	N/A
LOCKER ROOMS							
	ATTACHED LOCKER UNITS (4)	3	N/A	N/A	N/A	N/A	N/A
	BENCHES (MOVABLE) (4)	3	N/A	N/A	N/A	N/A	N/A
	BENCHES (FIXED) (3)	4	N/A	N/A	N/A	N/A	N/A
	TABLE	3	N/A	N/A	N/A	N/A	N/A
BACKHALL STOR.							
	AIR HOCKEY GAME	5	N/A	N/A	N/A	N/A	N/A
	FOOSBALL	4	N/A	N/A	N/A	N/A	N/A
	PING PONG TABLE	4	N/A	N/A	N/A	N/A	N/A
	CHLORINE VATS (2)	3	N/A	N/A	N/A	N/A	N/A
	ROLLING CART	3	N/A	N/A	N/A	N/A	N/A
	COMPOUND CABINETS (8)	2	N/A	N/A	N/A	N/A	N/A
	POOL POLES (3)	3	N/A	N/A	N/A	N/A	N/A
GROUND OFFICE							
	FILE CABINETS (3)	3	N/A	N/A	N/A	N/A	N/A
	DESK	4	N/A	N/A	N/A	N/A	N/A
	STORAGE CABINETS (3)	3	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS (3)	3	N/A	N/A	N/A	N/A	N/A
MULTI-PURPOSE RM.							
10	FOLDING TABLES (10)	4	N/A	N/A	N/A	N/A	N/A
50	FOLDING CHAIRS (50)	4	N/A	N/A	N/A	N/A	N/A
500	BOOKS (500)	3	N/A	N/A	N/A	N/A	N/A
2	CONFERENCE TABLES (2)	3	N/A	N/A	N/A	N/A	N/A
3	STORAGE CABINETS (3)	4	N/A	N/A	N/A	N/A	N/A
1	WHITE BOARD	2	N/A	N/A	N/A	N/A	N/A
1	RACK CHAIR	3	N/A	N/A	N/A	N/A	N/A
ART ROOM							
	STORAGE CABINETS (4)	3	N/A	N/A	N/A	N/A	N/A
	BOOK CASES (6)	3	N/A	N/A	N/A	N/A	N/A
	STORAGE UNITS (4)	3	N/A	N/A	N/A	N/A	N/A
	LARGE TABLE	3	N/A	N/A	N/A	N/A	N/A
MAIN HALLWAY							
	SOFAS (3)	3	N/A	N/A	N/A	N/A	N/A
	LOUNGE CHAIRS (2)	3	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS (10)	3	N/A	N/A	N/A	N/A	N/A
MAIN OFFICE							
	LARGE DESKS (3)	3	N/A	N/A	N/A	N/A	N/A
	SMALL DESKS (4)	3	N/A	N/A	N/A	N/A	N/A
	SOFA	3	N/A	N/A	N/A	N/A	N/A
	OFFICE CHAIRS (7)	3	N/A	N/A	N/A	N/A	N/A
	FILE CABINETS (3)	3	N/A	N/A	N/A	N/A	N/A
	STORAGE CABINETS (5)	3	N/A	N/A	N/A	N/A	N/A
	FAX MACHINE	3	N/A	N/A	N/A	N/A	N/A
MUSIC ROOM							
	DRUM SET	3	N/A	N/A	N/A	N/A	N/A
	GUITARS (5)	3	N/A	N/A	N/A	N/A	N/A
	AMPLIFIERS (5)	3	N/A	N/A	N/A	N/A	N/A
FRONT STAIRS							
	OFFICE CHAIRS (10)	3	N/A	N/A	N/A	N/A	N/A
REC. ROOM							
	Treadmill	2	Nautilus	N/A	Black	N/A	6/1/2008

DCHA-2010-R-6101
Questions and Answers:

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No.	Solicitation Reference	Question	Response
1	C.1	Section B.1 and C.1., Can you change age group to 6-13 year olds for services provided during summer session?	The age range is 6-18 for minimum after-school and summer/winter break programming required in the RFP.
2	C.1	Can you amend the contract to provide a stipend for the students ages 14 to 18years old during the life of the contract?	No.
3	C.3.1.1.1	Will the change in age group served (if suggestion above is accepted) affect/reduce the minimum number of 80 youth required to be served as specified in section C.3.1.1.1? If so, please revise.	Not Applicable.
4	C.3.1.1.2 C.3.1.1.3 a	The RFP calls for programs for youth (ages 6-18) but also calls for the continuation of traditional programs such as roller skating at Jelleff. That program has always been a family program serving both children of all ages and their parents. Will parents no longer be able to skate with their children or will we be able to continue to offer programming to adults as well as children?	See Amendment 0006 item 5.
5	C.3.1.1.2	The RFP states that the afterschool programming be provided 25 hours/week, which given a five-day school week, means 5 hours per day. Given the DC schools let out at 3:15 p.m., that would presumably mean the programming would have to be done from 3:15-8:15 p.m. or 3:30-8:30 p.m. 3:15-8:15?	See Amendment 0006 item 3

		Is that the intention of the RFP? If so, what is the expectation in terms of providing dinner for those attending from	See Amendment 0006 item 3
		Are you expecting that the same children would attend for 5 hours each day or that different programs for different children would be offered, provided that the total time programs were available was 5 hours each day?	After-school programs should be tailored to any children the offeror anticipates will be their likely target audience. DPR cannot speculate as to which children will show up after school hours.
		Are you expecting that the contractor would provide transportation for children attending the after school program? If so, from which schools?	See Amendment 0006, item 3.
6	C.3.1.1.2	Is it your intention that these programs be free? – or is it just for afternoon activities homework etc. –	See solicitation section C.3.1.1.2.
7	C.3.1.1.3	The RFP categorizes roller skating as part of the "After School" program (as opposed to the mid-winter and summer break programs). The RFP further states that there should be no fee for participating in the After School program. There has traditionally been a nominal fee associated with Jelleff roller skating making the roller skating program self-supporting. Was it your intention that all non-summer and winter break programs be free or did you intend that "free" refer only to a program of afternoon (3pm - 6pm) activities (e.g., homework, tutoring, academic enrichment, recreation, etc.) that one would	See Amendment 0006 item 5.

		normally call "after school" and that minimal fees might be charged for other programs such as roller skating?	
8	C.3.1.1.3 b	Will existing activities (student soccer, adult programs) be allowed to continue, even if they are ot listed in the RFP?	See Amendment 0006 item5.
9	C.3.1.1.3 b	Will the Vendor be limited to the existing programs or can the vendor expand or add additional programs?	See Amendment 0006 item 5.
10	C.3.1.2 C.3.1.3	As part of the academic training, can a vendor teach Spanish?	See Solicitation sections C.3.1.2 and C.3.1.3
11	C.3.1.2.1	Section C.3.1.2.1 will also need language to clarify age requirements for summer camp vs. winter break.	See solicitation section B.1 and Section C.1.
12	C.3.2	Who has the maintenance responsibility of the building?	See Solicitation section C.3.2.
13	C.3.1.1.3	Jelleff currently runs a number of programs for adults (karate, dog training, cooking classes) for which expenses are incurred which are paid for out of fees charged to the participants. Could these programs continue under the RFP even though the RFP states that it is for programming for youth ages 6-18?	See Amendment 0006 item 5
14	C.3.1.1.3	The programs that are here are we going to keep them or expand them – the programs are described in the solicitation – the ones that they are trying to	See Amendment 0006 item 5.

		procure are in the solicitation.	
15	C.3.1.1.3	I noticed in the rfp it doesn't talk about existing programs will that be allowed to continue or will whoever get the contract will be restricted to what's in the rfp and if there are allowable activities beyond the rfp – can they remove and get a star bucks – additional programming outside of what is in the proposal?	See Amendment 0006 item 5.
16	C.3.2.1	The RFP spells out the requirements for the after school and summer/winter break programs but also contains an operational requirement (C.3.2.1) requiring the contractor to be responsible for the daily "maintenance and operation of the facility and site." Does this mean that contractor, as part of its operation of the facility, can put on other programming in other parts of the facility for which it incurs expenses that are offset by fees it charges for those programs? For example, Jelleff has a widely utilized basketball league for which players pay $75 per season, and for which Jelleff provides gym space for games and practices, referees, coaches, scheduling and administration. Could this program continue under the RFP? Would there be restrictions on the program as a result of the RFP?	See Amendment 0006 item 5
17	C.3.2.1	Would these other programs that would be done in addition to the after school and summer/winter break programming need to be spelled out in the RFP? If so, would they need to be spelled out in the same level of detail at the afterschool and summer/winter break programs?	See Amendment 0006 item 5

18	C.3.3.3	Section C.3.3.3., clarify status of two facilities regarding feeding site designation. Are they designated DPR feeding sites or not? How can we get them designated?	See Amendment 0006 Item 6.
		Can we independently contact USDA to provide free after school snacks during school year and meals and snacks for summer and winter break programs?	No.
	C.3.3.3	Can we include food & snacks for the cost of the program?	See solicitation section C.3.3.3
19	C.3.3.5	The RFP (C.3.3.5) states that the Contractor shall work with COTR to encourage donors and sponsors to support DPR programming and operation of its facilities and that all donations and sponsorships shall have prior approval of COTR. As you may know, Jelleff obtain funds in part from memberships in the club and through donations by those participating in its programs who typically added a small amount of money to their membership dues or fees for basketball or other programs as a charitable contribution. Can these contributions continue to be given to Jelleff?	See Amendment 0006 item 7. .
		What does the RFP mean for the collection of membership dues at Jelleff?	See Amendment 0006 item 5
20	C.3.4.1	Can the vendor include into the costs of CPR training, relevant training in the cost of the proposal?	See solicitation section C.3.4.1 and L.2.7.4.
21	C.3.4.2	Age- 6-18 – is the background check – dealing with 4 age groups – background checks must be budgeted?	See solicitation section C.3.4.2, Amendment 0006 item 12 and L.2.7.4
22	C.3.4.2	Will the Office of Contracting and procurement	See solicitation section C.3.4.2 and Amendment 0006 item 12

		assist in providing CRIMINAL background checks for each person?	
23	C.3.4.2	If staff already has background check – there is a time limit to use it	See solicitation section C.3.4.2 and Amendment 0006 item 12 Yes, two years.
24	C.3.4.2	What about programs that run in volunteers and what degree of screening will you require —	See Amendment 0006 item 12 and Section C.3.4.2
25	C.3.5.6	How will each site be monitored and by whom?	See solicitation section C.3.5.6 and Amendment 0006 item 10 .
26	F.3	Deliverables – 2 weeks clock begins that day – Once sign the contract staffing etc. is due –a number of things provided in the proposal are similar to what will be required in the two week -- as far s review – and proposal evaluation – then they would be approved –	Extensions are being considered.
27	G.1	In the rfp talked about invoices etc. – will that entity bill dpr or do you have to come in with programming and money?	See solicitation section G.1, G.2 and G.4
28	I.5.8	Bonding and insurance –Are there requirements for the insurance?	See solicitation section I.8
29	L.2.7.4	For Attachment 2- in the Price Proposal- does the primary vendor (or contractor) complete all of the forms including sub-vendor information or do both the main vendor and sub-vendor have to submit each form separately?	See solicitation section L.2.7.4
30	L.2.7.3	Previous Performance. It seems from the evaluation criteria that, all other things being equal, no new company would be able to do business with the DC	See Amendment 0006 item 15

		government no matter how experienced or exemplary the principals of that company might be, nor would any organization that was supported through fees or donations or means other than contracts. The Federal Government addresses this problem in its acquisition regulations (perhaps DC does as well). The FAR 15.305(a)(2) states the following: (ii) " The solicitation shall describe the approach for evaluating past performance, including evaluating offerors with no relevant performance history" and (iii) "The evaluation should take into account past performance information regarding predecessor companies, key personnel who have relevant experience, or subcontractors that will perform major or critical aspects of the requirement when such information is relevant to the instant acquisition." And (iv) "In the case of an offeror without a record of relevant past performance or for whom information on past performance is not available, the offeror may not be evaluated favorably or unfavorably on past performance." *Would you consider treating this in the manner of the Federal Government?*	
31	M.3.3	Bonus evaluation points. It appears as if bonus evaluation points are available to for-profit enterprises only as no not-for-profit company would qualify in the designated categories. This places not-for-profit organizations at a distinct disadvantage.	Preference points are discussed in accordance with the provisions of the "Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005", as amended, D.C. Official Code § 2-218.01 *et seq.* (the Act).

		If these bonuses are not mandatory under a DC law or regulation, would you consider removing them from section M or, in the alternative giving a similar bonus to not-for-profit organizations or limiting this solicitation to competition among not-for-profits?	
32	General	Will DPR play an integral part, if so, to what extent?	See solicitation section C.3.5.6 and Amendment 0006 item 9
33	General	Are there any current DPR staffing positions at either of the two sites that will remain in place after the contract is in place?	See Amendment 0006 item 11
34	General	In connection with the above contract, can a for profit company or organization apply to manage this contract?	Yes.
35	General	Add language that DC will designate the sites as summer job placement sites for eligible 14-18 year olds who will be paid by District government and will be able to access supportive enrichment programs (social and academic) for their age group that the Contractor will provide as part of the contract.	Outside scope of RFP.
36	General	Does the use of this facility include the vehicles?	No.
37	General	How will contractors be compensated during the summer if the majority of potential participants decide to work for DOES?	See Amendment 0006 item 1 and Attachment A.
38	General	Can we generalize the subcontracting plan if we don't have a specific plan in mind –	See solicitation section M.5.
39	General	Has a nonprofit ever been awarded from this process from your office-	Yes
40	General	Explain the cancellation for convenience	See Standard Procurement Provisions Section 16. Government maintains the right to cancel an award at its convenience standard contract provisions are standard for all contracts – contracts issued through their office is standard

41	General	Is there a dollar amount	Yes but the procurement laws prohibit disclosing the information.
42	General	Is there a dollar amount per child?	See Amendment 0006 item 1 and attachment A. Unit price is $ per youth month.
43	General	During a conference call today within our organization, someone raised the question of whether non-profit organizations collaborating with grantees under this grant would need to be considered subcontractors. The question was raised because the organization in mind is providing services at no cost to our organization through volunteers who provide instruction on the guitar to youth. Sorry if this seems an overly simplistic question; however, we are erring on the side of caution in an effort to provide as accurate a description as possible of the programs and activities offered to youth ages 6 to 18.	Yes.
44	General	What is the total dollar range for this contract per year?	The procurement laws prohibit disclosing the information.
45	General	What is the targeted date for the start of this contract?	Aug 23, 2010
46	General	Can one company cover both sites on the contract?	See solicitation section L.1
47	General	Can two companies submit a proposal for this contract?	See solicitation section L.2.7
48	General	At the bidders conference of February 26, 2010 it was apparent that this procurement was constructed without a full and complete understanding of the nature and array of the services required resulting in a solicitation that is not congruent with achieving the best result for the Government, our kids and our communities.	No.

		Would the Government consider re-starting the acquisition process so that a more appropriate vehicle might be used to assure that the best services are provided and that the Government is not paying for services that had traditionally been provided at no cost to the *taxpayer?*	
49	General	Can a subcontractor become a contractor?	No.
50	General	Are youths participating in the program to be paid an hourly rate for participation?	No.
51	General	Is there an incumbent on this project? If so, who are the organization/business(es)?	The Boy's and Girl's Clubs of Greater Washington is currently providing services at both locations.
52	General	Is there an inventory of functioning equipment i.e., computers/educational lab with software and recreational equipment	See amendment 0006 item 14 and attachment B.
53	General	Is broadband already available and does the vendor have to pay this monthly charge.	See Amendment 0006 item 11
54	General	The Jelleff Branch currently is utilized during the school day through 4:30 p.m. by the British School, with students from the British School coming to the Jelleff Branch for PE, play on the field or gym and/or use of recreation space. Can the number of participants from the British School be counted as part of the 80-100 children that are called for as participants in the after-school program?	No.
55	General	Jelleff currently provides office space (for DC Stoddert Soccer) and the use of its facilities (gym and field) for the British School, for which DC Stoddert and the British School pay a monthly	See Amendment 0006 item 5.

		fee. If the contractor is operating the facilities, can the contractor continue to rent a portion of the facilities to entities such as Stoddert Soccer and the British School and to collect that rental fee?	
56	General	Will the Police Dept and the recreation Dept provide security coverage for these areas?	See Amendment 0006, item 11.
57	General	What is the anticipated award date?	July 15
58	General	How long after award date is it anticipated that the successful offeror should begin work?	30 days from date of award.
59	General	Is a transition period contemplated? If so, how long?	See Amendment 0006 item 8
60	General	Can a vendor develop a tracking system for the students in this contract?	See Amendment 0006 item 11.
61	General	What will the relationship be – will be that dpr will be a partner and improver and the responsibility will be that of the vendor?	See Solicitation section H.9.
62	General	Is there an up to date list of all the equipment and is the vendor responsible for the equipment – will provide a meaningful and descriptive list – will that include the vehicles – everything here belongs to this building the van and the bus – greater Washington and merged with metropolitan and leased the buses?	See Amendment 0006 item 15 and attachment B. The vehicles will not remain.
63	General	Will we be notified of the organization(s) who will be rewarded the contract; if so, will there be an opportunity to contact the individual for any sub-contractual business as it relates to timeframe?	Award will be posted OCP web site. .
64	M.5	Do we need to know the exact names of our subcontractor for the subcontracting plan?	See solicitation section M.5.
65	M.5	Is it obligatory to subcontract 35% to DSLBD?	See solicitation section B.2 and M.5

66	M.5	35% on a vendor -- limitation –if the minimum for the sub vendor is 35% - at a rec you could have at least 20 vendors – could a sub vendor have a sub vendor?	See solicitation section B.2 and M.5
67	M.5	If you have multiple groups – they can't all get 35% --	See Solicitation section B.2 and M.5
68	M.5	RFP Section M.5.1 makes reference to certain requirements concerning required subcontracting to certified local, small, disadvantaged business enterprises (should the offeror decide to subcontract). The successful operation of comprehensive recreational and educational centers often requires significant subcontracting to provide a broad array of services and programs. However, these services and programs are most often provided by not-for-profit organizations who are not eligible to become certified business enterprises. Would you request from the cognizant city agency a waiver to the subcontracting requirements that limit the ability of a not-for-profit provider to provide a wide variety of services through numerous not-for-profit subcontractors?	As of 4/23/10, the waiver to the subcontracting requirements is not available. OCP will make a determination regarding the subcontracting waiver prior to award.