

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. Contract Number	Page of Pages 1   4
2. Amendment/Modification Number  DCHA-2011-B-0138-001	3. Effective Date  April 8, 2011	4. Requisition/Purchase Request No.	5. Solicitation Caption  Renovation and Site Improvement of Spanish Steps	
6. Issued By:  Department of Real Estate Services Contracting and Procurement Division 2000 14th Street, NW, Fifth Floor Washington, DC 20009		Code	7. Administered By (If other than line 6)  Department of Parks and Recreation 1480 Girard Street, NW Suite 420 Washington, DC 20009	
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)			9A. Amendment of Solicitation No. DCHA-2011-B-0138	
			X 9B. Dated (See Item 11) 4/1/2011	
			10A. Modification of Contract/Order No.	
			10B. Dated (See Item 13)	
Code	Facility			
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<input 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 _____ 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 ACKNOWLEDGEMENT 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 change 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 date, 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 _____ copy to the issuing office.				
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) The Subject Request for Quotation is hereby amended as follows:				
1. Amendment 1 - Attachment A - Site visit sign in sheet.				
2. Amendment 1 - Attachment B - Items Covered at Pre-Bid				
3. All other terms and conditions remain the same.				
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer Diane Wooden	
15B. Name of Contractor  (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia  <i>Diane Wooden</i> Signature of Deputy Director, DRES, C&P Division	16C. Date Signed  4/8/11



**DCHA 20111-B-0138  
AMENDMENT # 1, ATTACHMENT A  
PRE-BID MEETING, APRIL 8, 2011, ITEMS COVERED**

Solicitation: DCHA-2011-B-0133 for the Renovation and Site Improvements of the Spanish Steps.

Contract Specialist: Silvia Silverman (DRES); e-mail [Silvia.Silverman@dc.gov](mailto:Silvia.Silverman@dc.gov)  
Project Manager/Contract Administrator: Sultan Ali (DPR)

- Contract Administrator (CA) previously Contracting Officer's Technical Representative (COTR) may be found in older documents
- It is important that each contractor visit the project site to familiarize him or herself with the requirements of the site. It is to the bidders benefit to make sure that quantities and dimensions are confirmed prior to submitting the bids so that they are as accurate as possible..
- This solicitation is for the open market with a 35% SBE subcontracting set aside. If a bid is over \$250,000 and it does not include a Subcontracting Plan it will be deemed nonresponsive and shall be rejected.
- The completion time for this solicitation is 60 days from the date indicated in the Notice to Proceed; please note that liquidated damages will be imposed unless an extension for completion is requested by the Contractor in writing from the Contracting Officer, Ms. Diane Wooden. Please review Section H.1 of the IFB and Article 5 of the Standard Contract Provisions.
- Please go through the solicitation carefully; there are Standards and Special Standards of responsibility that must be met. Should you have any questions, please send them to me in writing, there are no questions too small to be asked. I prefer e-mail ([silvia.silverman@dc.gov](mailto:silvia.silverman@dc.gov)) but you may also fax your questions. 202-442-9506; we will accept questions until April 12th. The answers will be posted on the OCP website, [www.ocp.dc.gov](http://www.ocp.dc.gov), as an amendment to the solicitation.
- Section B.5 provides a price breakdown form for you to fill out; make sure that you add all your administrative costs, installation, maintenance and warranty of plant materials, and other costs such as, but not limited to, insurance and bonding.
- Bids are due April 22, 2011 at 2:00 PM. Please have the bids to the bid room on time. If the bids are even a minute late they will not be opened. The bid room is located on the 3<sup>rd</sup> floor of the Reeves Center, 2000 14<sup>th</sup> Street, NW, DC

- Make sure that all forms required are completely filled out. There are many forms included in the solicitation as an attachment or by reference, you must go to the Office of Contracting and Procurement website [www.ocp.dc.gov](http://www.ocp.dc.gov) and follow the link to Solicitation Attachments; there you will find the forms to be completed and submitted with your proposals. Make sure that all forms required are completely filled out. You may have old forms that you used previously – do not send those, go to the OCP website and download the latest forms.
- All bids must be accompanied by a bid bond. Bids that do not include a bid bond, or a subcontracting plan, if necessary, will not be considered.
- Notifications of Amendments will not be sent to individual bidders but will be posted on the OCP website. Please check the website daily up until the day of the bid opening. You must acknowledge any modifications posted by signing them and including them in your bid package. If you have any questions regarding an amendment or if you need clarification of any requirement within this solicitation, please ask; as long as the question is received by 3:00 pm on April 12<sup>th</sup>, we will answer the question.