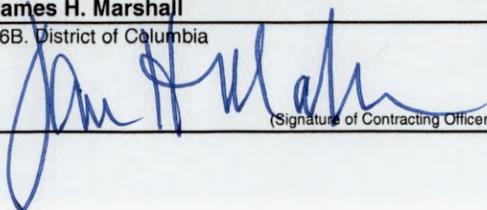


AMENDMENT OF SOLICITATION		1. Solicitation Number DCHT-2011-R-0003	Page of Pages 1 5	
2. Modification Number A0003	3. Effective Date 3/16/2011	4. Requisition/Purchase Request No. Not Applicable	5. Caption Affordable Care Act Consultant	
6. Issued By: Department of Health Care Finance Office of the Director - Division of Contracts 825 No. Capitol Street, NE 6th Floor Washington, D.C. 20002		7. Administered By (If other than line 6) Department of Health Care Finance Office of the Director 825 North Capitol Street, NE 6th Floor Washington, DC 20002		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code) Potential Offerors		9A. Amendment of Solicitation No. DCHT-2011-R-0003		
		9B. Dated (See Item 11) 2/14/2011		
		10A. Modification of Contract/Order No.		
		10B. Dated (See Item 13)		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS				
<p>The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" 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> 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.</p>				
12. Accounting and Appropriation Data (If Required)				
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14				
A. This change order is issued pursuant to: (Specify Authority)		27 DCMR, Chapter 36, Contract Modifications		
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.				
Title 27 DCMR, Chapter 36, Section 3601.2				
Bilateral Modification				
D. Other (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copy to the issuing office.				
14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
Solicitation DCHT-2011-R-0003 is hereby amended as described on pages 2-5 and Attachments A, B, and C that follow:				
ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED				
Except as provided herein, all terms and conditions of the document 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 3/16/2011	
(Signature of person authorized to sign)			(Signature of Contracting Officer)	

DCHT-2011-R-0003
Amendment A0003

No.	Solicitation Reference	Amendment	Amended Provision
1	Section A, page 1, Block 5	<p>Delete: 3-16-11</p> <p>Insert: 3-22-11</p> <p>Delete: Jim Marshall jim.marshall@dc.gov</p> <p>Insert: Office of Contracting and Procurement 441 4th Street, NW Room 703 - Bid Room Washington, DC 20001 Attention: Department of Health Care Finance</p>	<p>5. Offer Due Date: 3-22-11</p>
2	Section A, page 1, Block 8B	<p>Insert: Office of Contracting and Procurement 441 4th Street, NW Room 703 - Bid Room Washington, DC 20001 Attention: Department of Health Care Finance</p>	<p>8B Submit Offers To: Office of Contracting and Procurement 441 4th Street, NW Room 703 - Bid Room Washington, DC 20001 Attention: Department of Health Care Finance</p>
3	B.3	<p>Delete: In its entirety</p> <p>Insert: Revised Price Schedule</p> <p>Insert:</p>	<p>Revised Price Schedule provided as Attachment A to Amendment A0003.</p>
4	B	<p>B.4 CBRE REQUIREMENTS</p> <p>Any offeror responding to this solicitation must submit with its proposal, a notarized statement detailing any subcontracting plan required by law. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the offeror fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least 35% of the dollar</p>	<p>B.4 CBRE REQUIREMENTS</p> <p>Any offeror responding to this solicitation must submit with its proposal, a notarized statement detailing any subcontracting plan required by law. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the offeror fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least</p>

		volume of the contract shall be subcontracted in accordance with section H.9.	35% of the dollar volume of the contract shall be subcontracted in accordance with section H.9.												
5	C.3.2.3	<p>Delete: In its entirety</p> <p>Insert: C.3.2.3 Staff Development and Training The Contractor shall develop and conduct training and development actions regarding the department's health care initiatives including health care reform related training curriculums and presentations and other training aides, as required.</p>	<p>C.3.2.3 Staff Development and Training The Contractor shall develop and conduct training and development actions regarding the department's health care initiatives including health care reform related training curriculums and presentations and other training aides, as required.</p>												
6	C.3.3	<p>Insert: C.3.3.3 Work Schedule The Contractor shall develop and provide a bi-weekly schedule indicating the hours the Senior Consultant will be working at the DHCF and the hours the Senior Consultant will be working out of the DHCF office.</p>	<p>C.3.3.3 Work Schedule The Contractor shall develop and provide a bi-weekly schedule indicating the hours the Senior Consultant will be working at the DHCF and the hours the Senior Consultant will be working out of the DHCF office.</p>												
7	F.2.4	<p>Delete: Five (5)</p> <p>Insert: Three (3)</p> <p>Inert:</p>	<p>The total duration of the contract, including the exercise of any options under Section F.2 shall not exceed three (3) years.</p>												
8	F.3	<table border="1"> <thead> <tr> <th>Deliverable No.</th> <th>Deliverable</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>Work Schedule (C.3.3.3)</td> <td>Bi-Weekly</td> </tr> </tbody> </table>	Deliverable No.	Deliverable	Due Date	8	Work Schedule (C.3.3.3)	Bi-Weekly	<table border="1"> <thead> <tr> <th>Deliverable No.</th> <th>Deliverable</th> <th>Due Date</th> </tr> </thead> <tbody> <tr> <td>8</td> <td>Work Schedule (C.3.3.3)</td> <td>Bi-Weekly</td> </tr> </tbody> </table>	Deliverable No.	Deliverable	Due Date	8	Work Schedule (C.3.3.3)	Bi-Weekly
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8	Work Schedule (C.3.3.3)	Bi-Weekly													

DCHT-2011-R-0003
Amendment A0003

No.	Solicitation Reference	Amendment	Amended Provision
9	F.3, G.2.1, G.9, H.4 and H.5.7	<p>Delete: All references to CA</p> <p>Insert: COTR</p> <p>Insert:</p>	COTR
10	H.13	<p>H.13.6 The District through the COTR will provide the Contractor specific assignments and projects. Assignments and projects will be communicated on writing and shall include at a minimum a description of the work to be performed and due date for deliverables and any other relevant information.</p> <p>H.13.7 The District will reproduce materials provided by the Contractor as need for training or presentations.</p> <p>H.13.8 The District will provide the Contractor a work station consisting of at a minimum a computer with internet access and e-mail capability, network printer, and a telephone.</p> <p>H.13.9 The District, through the COTR, will provide the Contractor with access to available relevant information, studies, and reports to assist the Contractor in the completion of required assignments.</p>	<p>H.13.6 The District through the COTR will provide the Contractor specific assignments and projects. Assignments and projects will be communicated on writing and shall include at a minimum a description of the work to be performed and due date for deliverables and any other relevant information.</p> <p>H.13.7 The District will reproduce materials provided by the Contractor as need for training or presentations.</p> <p>H.13.8 The District will provide the Contractor a work station consisting of at a minimum a computer with internet access and e-mail capability, network printer, and a telephone.</p> <p>H.13.9 The District, through the COTR, will provide the Contractor with access to available relevant information, studies, and reports to assist the Contractor in the completion of required assignments.</p>

No.	Solicitation Reference	Amendment	Amended Provision
11	J.9	<p>Delete: In its entirety</p> <p>Insert: Revised Cost/Price Certification</p> <p>Delete: In its entirety</p>	<p>Revised Price Certification has been provided as Attachment B to Amendment A0003.</p>
12	L.2.4.1.4	<p>Insert: L.2.4.1.4 Representations and Certifications</p> <p>Offeror shall include the following completed representations and certifications:</p> <ul style="list-style-type: none"> a. H.14.17 HIPAA Business Associate Agreement; b. Attachment J.5 Equal Employment Opportunity Forms; c. Attachment J.6 First Source Employment Agreement; d. Attachment J. Drug Free Workplace; e. Attachment J.11 Tax Affidavit; f. K.1 Authorized Negotiators; g. K.2 Type of Organization; h. K.3 EEO Certification; i. K.4 Buy American Certification; j. K.5 District Employee Not to Benefit Certification k. K.8 Certification of Eligibility; and l. L.13 Redacted Proposal. 	<p>L.2.4.1.4 Representations and Certifications</p> <p>Offeror shall include the following completed representations and certifications:</p> <ul style="list-style-type: none"> a. H.14.17 HIPAA Business Associate Agreement; b. Attachment J.5 Equal Employment Opportunity Forms; c. Attachment J.6 First Source Employment Agreement; d. Attachment J. Drug Free Workplace; e. Attachment J.11 Tax Affidavit; f. K.1 Authorized Negotiators; g. K.2 Type of Organization; h. K.3 EEO Certification; i. K.4 Buy American Certification; j. K.5 District Employee Not to Benefit Certification k. K.8 Certification of Eligibility; and l. L.13 Redacted Proposal.

DCHT-2011-R-0003
Amendment A0003

Attachment A

B.3 PRICE SCHEDULE – LABOR HOUR

B.3.1 BASE YEAR PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0001	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0001AA	Senior Consultant	\$ _____	1,040	\$ _____
0001AB	Consultant	\$ _____	520	\$ _____
0001AC	Project Analyst	\$ _____	520	\$ _____
Base Year Period of Performance Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.2 OPTION YEAR ONE PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0101	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0101AA	Senior Consultant	\$ _____	1,040	\$ _____
0101AB	Consultant	\$ _____	520	\$ _____
0101AC	Project Analyst	\$ _____	520	\$ _____
Option Year One Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.3 OPTION YEAR TWO PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0201	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0201AA	Senior Consultant	\$ _____	1,040	\$ _____
0201AB	Consultant	\$ _____	520	\$ _____
0201AC	Project Analyst	\$ _____	520	\$ _____
Option Year One Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.4 GRAND TOTAL

Period of Performance	Total (Not to Exceed Amount)
Base Period (B.3.1)	\$ _____
Option Year One (B.3.2)	\$ _____
Option Year Two (B.3.3)	\$ _____
Grand Total	\$ _____

DCHT-2011-R-0003
Amendment A0003

Attachment B

COST / PRICE DISCLOSURE CERTIFICATION

RFP Number: **DCHT-2011-R-0003** Closing Date: **March 22, 2011**

Caption: **ACA Consulting Services** Total Proposed Amount: _____

The undersigned _____

(please print name and title of offeror's authorized signatory) hereby certifies that, to the best of my knowledge, the cost and pricing data (i.e. at the time of price agreement this certification represents that all material facts of which prudent buyers and sellers would reasonably expect to affect price negotiations in any significant manner) submitted was accurate, complete, and current as of _____ (date of RFP closing or conclusion of negotiations as appropriate) .

The undersigned further agrees that it is under a continuing duty to update cost or pricing data through the date that negotiations, if any, with the District are completed. The undersigned further agrees that the price, including profit or fee, will be adjusted to exclude any significant price increases occurring because the cost or pricing data was inaccurate, incomplete or not current. (See D.C. Procurement Regulations, 27 DCMR, Chapter 6, Section 699, Chapter 16, Section 1624; and Section 32 of the Standard Contract Provisions for Use with District of Columbia Government Supply and Services Contracts, December 1984, as amended).

Signed: _____ Date: _____

Title: _____

Company: _____

Address: _____

DUNS #: _____

Phone: _____

Fax: _____

DCHT-2011-R-0003
Amendment A0003

Attachment C

DCHT-2011-R-0003
 Amendment A0003
 Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
1	B.3	<p>“Senior Consultant,” “Consultant”, and “Project Analyst,” will the District require that only one person fill each of these roles? Or, will the District allow the Contractor to leverage broader expertise within their organization and, if necessary, fill these roles with a combination of individuals (e.g., two individuals may serve as a “consultant” and will in devote the required 520 hours for the project.</p>	<p>No. The solicitation does not contain a limitation on the number of individuals</p>
2	B.3	<p>Shows only 3 Labor Categories may additional labor categories be proposed?</p>	<p>No.</p>
3	B.3	<p>Indicates 3 positions, is the, department expecting to see 3 different people proposed for these functions, or can one person perform multiple positions under this solicitation?</p>	<p>The solicitation does not state expectations regarding the number of people utilized, however it is noted that the three (3) labor positions have different levels of expertise.</p>
4	B.3	<p>Labor Hour provides estimated hours for each labor category, may an offeror offer an alternative allocation of hours.</p>	<p>No.</p>
5	B.3	<p>Does the price schedule anticipate that it will only take three (3) staff or two (2) full-time equivalent (FTEs) to provide the deliverables required in the base year (and subsequent option years)?</p>	<p>The number of labor hours have been estimated and will, according to the District’s needs and requirements, be adjusted, upward or downward.</p>
6	B.3	<p>Are Consultants out of pocket et expenses (e.g. for implementing communications plan or materials for staff trainings, etc.) reimbursed? How are these items covered in a labor hour type of contract?</p>	<p>The solicitation does not require the Contractor to provide materials for distribution that result from the Contractor’s deliverables.</p>

DCHT-2011-R-0003
 Amendment A0003

Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
7	B.3	<p>The estimated hours indicate that the Senior Consultant will be approximately half-time, and the Consultant and Project Analyst will be approximately one-quarter time.</p> <p>1. Are these estimates for evaluation purposes only, or do they reflect your estimate of actual time for each position/individual?</p> <p>Do you expect this time to be evenly distributed throughout each contract year, or are you estimating peak periods of full-time work, followed by gaps in responsibilities?</p>	<p>The estimated number of labor hours will be used for the evaluation of the offeror's price and the estimated labor hours represents the estimated hours anticipated.</p> <p>It is the intention of the District that the use of labor hours and resulting deliverables will be distributed as evenly as possible however needs, requirements, and time sensitive deadlines will dictate.</p>
8	B.3	<p>Section B.3.1 provides an estimate of the quantity of hours for the base period of performance. Section C.3.1 requires on-going technical assistance with "at a minimum" the tasks listed. What additional tasks will DHCF request under this requirement, particularly with respect to Sections C.3.1.1.2, C.3.1.2, C.3.2, C.3.2.2, and C.3.3.1.</p> <p>How will DHCF issue requests under these tasks?</p> <p>Will there be a limit on the number of projects? Because the solicitation is based upon hours estimates, it is difficult, if not impossible, to estimate hours for tasks not yet described.</p> <p>Does the hours estimate provided become a ceiling on the number of tasks requested?</p>	<p>Please see Amendment A0003, Item No. 10.</p> <p>Please see Amendment A0003, Item No. 10.</p> <p>Please see Amendment A0003, Item No. 10.</p> <p>Please see Amendment A0003, Item No. 3</p>
9	C.3.1	<p>Section C.3.1.: What format(s) must the comprehensive review be provided in?</p>	<p>Microsoft Word</p>

DCHT-2011-R-0003
 Amendment A0003

Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
10	C.3.1.1.2.1.2	<p>Section C.3.1.1.2.1.2 Stakeholder Engagement: This paragraph states the Contractor shall “attend and participate” in Stakeholder meetings but then assigns certain responsibilities to the Contractor related to process. What tasks is the Contractor responsible for with respect to the meetings? The answers to these questions have significant implications for pricing.</p> <p>Is the Contractor responsible for planning the meetings? If not, is the District using existing staff or a contractor to perform these tasks?</p> <p>Is the Contractor responsible for developing meeting materials?</p> <p>Is the Contractor responsible for note-taking?</p>	<p>Please see Amendment A0003, Item No. 10.</p> <p>No. Please see Solicitation Section C.1.1, Document #2.</p> <p>No. Please see Solicitation Section C.1.1, Document #2.</p> <p>Please see Amendment A0003, Item No. 10.</p>
11	C.3.1.1	<p>Please clarify scope. The ACA is quite expansive and addresses provisions related to both public and private coverage, access to care, healthcare workforce, and delivery system. For some of these provisions the District will have direct implementation responsibility while others do not require District action but will have impact for providers, insurers and consumers within the District. Which components does the District expect the Contractor to address?</p>	<p>Please see Section B.1, C.1, and C.3 of the solicitation.</p>
12	C.3.1.1.2.1	<p>Please confirm that the ACA consultant is expected to perform a “project management/monitoring” role with the vendor selected under the HIE solicitation.</p>	<p>Please see Solicitation Section C.3.1.1.2.1</p>

DCHT-2011-R-0003
Amendment A0003

Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
13	C.3.1.1.2.1.1	Indicates that the contractor will provide support in monitoring of the Exchange Detailed Project Management Plan. Will the HIE vendor submit deliverables to the Consultant? If not, how will the Consultant receive timely information from DHCF on those deliverables?	Please see Amendment A0003, Item No. 10.
14	C.3.1.1.2.1.2	Requires vendor to participate in stakeholder engagement activities. How many and what types of stakeholder engagement activities are planned?	Please see Amendment A0003, Item No. 10.
15	C.3.1.1.2.1.3 and C.3.1.1.2.1.4	Who is responsible for developing these plans?	Please see Section C.1.1, Item No. 2 and Sections C.3.1.1.2.1.3 and C.3.1.1.2.1.4.
16	C.3.3.1	States the Contractor shall attend bi-weekly meetings with the COTR and other staff? Can some these meetings be telephonic?	Please see Solicitation Section C.3.3.1.
17	C.3.3.2.3	Requires the Contractor to submit a monthly report of Exchange Lessons Learned and Best Practices. Please clarify whether the lessons learned and best practices refer to the activities of the District's health exchange vendor or refer to other states' activities? Also, at what point in the engagement would you anticipate this reporting to be required.	Please see Sections C.3.1.1.3 and F.3, Deliverable No. 3.
18	F.1 and F.2	Each refers to two one-year Option periods (for a total of 3 years). Section F.2.4 on the same page says the contract shall not exceed 5 years? Please clarify.	Please see Amendment A0003, Item No. 7.

Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
19	F.3 Deliverables	<p>Please clarify the types of activities envisioned for Deliverable # “Staff Development and Training.”</p> <p>Are these expected to be development and training activities for the staff directly involved in health reform implementation, or more broad staff education?</p> <p>Please describe the level of access to available District data and staff the Contractor will be afforded to inform the Contractor’s completion of deliverables</p>	<p>Please see Amendment A0003, Item No. 5.</p> <p>The specific content has not been determined.</p> <p>Please see Amendment A0003, Item No. 10.</p>
20	F.3	Refers to a C.A. Is a C.A the same at the COTR?	Please see Amendment A0003, Item No. 9.
21	H.9	According to the Technical and Cost proposal section, there are no requirements needed to submit at this time with regards to subcontracting with certified small business enterprises. Could you please elaborate on that?	Please see Amendment A0003, Item No. 4.
22	H.9	As this solicitation is for part-time staff possessing specific qualifications, do the provisions of H.9 apply?	Please see Amendment A0003, Item No. 4.
23	J.1	Will the selected Contractor be afforded an opportunity or discuss any of the standard contract clauses or introduce any additional contract provisions	No. Please see Solicitation Section L.2.3 a 4

DCHT-2011-R-0003
 Amendment A0003
 Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
24	J.9	<p>For offerors with proposals below \$500,000 there is no requirement to submit Cost Price Data Requirements, as explained in the Standard Contract Provisions (Attachment #2), COST/PRICE DATA REQUIREMENTS (Sections 1-3); that includes examples of a Cost Summary (Table 1.4), Annual Labor summary (Table 3.1.1) and Summary of Proposed Annual Labor Mix Category (Table 3.1.4.a & b). Please do confirm that there is no need to submit the above tables when fully loaded Estimated Total Price is less than \$500,000.</p>	Please see Amendment A0003, Item No. 11.
25	K.5	<p>K.5 “District Employees Not to Benefit Certification” is not listed in the “Representations and Certifications” section of the Technical Proposal. However, page 69 states that it should be completed. Please clarify the conflicting information.</p>	Please see Amendment A0003, Item No. 12.
26	L.2	<p>It is stated that the vendor should include a redacted proposal as part of “Representations and Certification” section. According to page 72, the vendor will need to submit 2 compact discs, one “Redacted Technical Proposal” and one “Redacted Price Proposal.” Will the compact discs be acceptable if they are sealed separately?</p> <p>Also, is there a preference for the format of the compact disc, Microsoft Word/Excel or PDF?</p> <p>In addition, please confirm that it is not required to submit electronic copies of the Technical Proposal and Cost Proposal.</p>	Yes.
			No preference
			Please see Solicitation Section L.2.1

DCHT-2011-R-0003
 Amendment A0003
 Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
27	L.2.4.1.3	Page 75 states that the Performance Evaluation Form should be included in this section. Should the forms be sealed?	No.
28	L.2.4.1.3	Should past performance questionnaires be included with our responses or are they to be mailed back directly to OCP?	The required past performance evaluation forms should be included in the offeror's technical proposal
29	L.2.4.1.4	Section L.2.4.1.4 states that the vendor must include H.14.9 HIPAA Business Associate Agreement referenced on page 38. Should the agreement be signed?	The HIPAA Business Associate Agreement section should be completed; a signature is not required
30	L.2.4.1.4	Section L.2.4.1.4 states that the vendor must include First Source Employment Agreement - Attachment J.4 which consists of First Source Employment Agreement (1-5) and Employment Plan (6-8). Could you please confirm that Employment Plan will need to be completed after the award of the proposal? Also, the form asks for a contract amount and contract number. This information is unavailable at this time.	Attachment J.4 and all other required representations and certifications should be completed in their entirety.
31	L.2.4.1.4	Please clarify all the "forms and attachments" that are to be "completed" and submitted with the proposal response and please identify location of such documents if not within the RFP or on the dhcf website.	Please see Amendment A0003, Item No. 12.
32	Miscellaneous	For determination of the total contract value of the contract, are the option years included in the total or only the base year?	Please see Amendment A0003, Item No. 3.
33	Miscellaneous	Is all work to be performed on-site, or will Contractor staff be permitted to work off-site for research, preparation of deliverables, etc.	Please see Amendment A0003, Item No. 6.

DCHT-2011-R-0003
 Amendment A0003
 Attachment C – Responses to Questions About the Solicitation

No.	Solicitation Reference	Question	Response
34	Miscellaneous	Will companies who bid on the HIE planning solicitation be eligible to bid on this solicitation?	Yes
35	Miscellaneous	Will the District consider awarding a contract to a non-GSA MOBIS authorized contractor?	Please see Section A, page 1, block 6 of the solicitation
36	Miscellaneous	Is the Contractor expected to maintain separate office facilities within the District, or will the Contractor staff be provided work space within DHCF?	Please see Amendment A0003, Items No. 6 and 10
37	Miscellaneous	Is the bidder required to be a GSA MOBIS authorized contractor at the time of application? Could the contract secure GSA MOBIS authorization subsequent to application?	No. Please see Section A, page 1, block 6 of the solicitation Not Applicable
38	Miscellaneous	Please describe the level of access available District data and staff the Contractor will be afforded to inform the Contractor's completion of deliverables.	Please see Amendment A0003, Item No. 10.
39	Miscellaneous	In what format will the District provide additional information regarding the technical assistance tasks? Should these tasks be assumed in the hours estimates described in Section B?	Please see Amendment A0003, Item No. 10. Please see Amendment A0003, Item No. 10.
40	Miscellaneous	Where are proposals to be submitted?	Please see Amendment A0003, Items No. 1 and 2

B.3 PRICE SCHEDULE – LABOR HOUR

B.3.1 BASE YEAR PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0001	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0001AA	Senior Consultant	\$ _____	1,040	\$ _____
0001AB	Consultant	\$ _____	520	\$ _____
0001AC	Project Analyst	\$ _____	520	\$ _____
Base Year Period of Performance Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.2 OPTION YEAR ONE PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0101	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0101AA	Senior Consultant	\$ _____	1,040	\$ _____
0101AB	Consultant	\$ _____	520	\$ _____
0101AC	Project Analyst	\$ _____	520	\$ _____
Option Year One Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.3 OPTION YEAR TWO PERIOD OF PERFORMANCE

Contract Line Item No. (CLIN)	Line Item Description	Hourly Labor Rate*	Estimated Labor Hours	Total Amount
0201	Provide project management and technical assistance related to health care reform in the District as described in C.3			
0201AA	Senior Consultant	\$ _____	1,040	\$ _____
0201AB	Consultant	\$ _____	520	\$ _____
0201AC	Project Analyst	\$ _____	520	\$ _____
Option Year One Total Estimated Amount				Not-to-Exceed Amount \$ _____

* The fixed hourly rates shall be fully loaded and include wages, overhead, general and administrative expenses, and profit

B.3.4 GRAND TOTAL

Period of Performance	Total (Not to Exceed Amount)
Base Period (B.3.1)	\$ _____
Option Year One (B.3.2)	\$ _____
Option Year Two (B.3.3)	\$ _____
Grand Total	\$ _____

COST / PRICE DISCLOSURE CERTIFICATION

RFP Number: **DCHT-2011-R-0003** Closing Date: **March 22, 2011**

Caption: **ACA Consulting Services** Total Proposed Amount: _____

The undersigned _____

_____ (please print name and title of offeror's authorized signatory) hereby certifies that, to the best of my knowledge, the cost and pricing data (i.e. at the time of price agreement this certification represents that all material facts of which prudent buyers and sellers would reasonably expect to affect price negotiations in any significant manner) submitted was accurate, complete, and current as of _____ (date of RFP closing or conclusion of negotiations as appropriate) .

The undersigned further agrees that it is under a continuing duty to update cost or pricing data through the date that negotiations, if any, with the District are completed. The undersigned further agrees that the price, including profit or fee, will be adjusted to exclude any significant price increases occurring because the cost or pricing data was inaccurate, incomplete or not current. (See D.C. Procurement Regulations, 27 DCMR, Chapter 6, Section 699, Chapter 16, Section 1624; and Section 32 of the Standard Contract Provisions for Use with District of Columbia Government Supply and Services Contracts, December 1984, as amended).

Signed: _____ Date: _____

Title: _____

Company: _____

Address: _____

DUNS #: _____

Phone: _____

Fax: _____