

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number		Page of Pages		
					1 4		
2. Amendment/Modification Number A0002		3. Effective Date See Block 16		4. Requisition/Purchase Request No. RQ351259		5. Solicitation Caption Technical Assistance for TANF Employment Program	
6. Issued by: Office of Contracting and Procurement 64 New York Ave., N.E 6 TH Floor Washington, DC 20002			7. Administered by (If other than line 6) Department of Human Services/Income Maintenance Administration (IMA) 645 H Street NE, 5 TH Floor Washington D.C. 20002				
8. Name and Address of Contractor (No. street, city, county, state and zip code) Prospective Offerors			9A. Amendment of Solicitation No. DCJA-2007-R-0012				
			9B. Dated (See Item 11)				
Code			10A. Modification of Contractor/Order No.				
Facility			10B. Dated (See Item 13)				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<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 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 _____ 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							
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.							
X 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 <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return ___1___ copies to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) This amendment is for the following changes to Technical Assistance for TANF Employment Program, Solicitation No. DCJA-2007-R-0012 issued on July 9, 2007: The response to offeror's written questions submitted regarding Request For Proposals No. DCJA-2007-R-0012 are hereby described on page 2. All other conditions of the solicitation remain unchanged.							
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer Jean Wright				
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed		16B. District of Columbia		16C. Date Signed 7/31/07 (Signature of Contracting Officer)	

RESPONSE TO PROSPECTIVE OFFEROR'S WRITTEN QUESTIONS

In accordance with Section L.4 of Solicitation Number DCJA-2007-R-0012, following are responses to questions:

1. **Question:** Can we propose a strategy for enhancing the automated case management system that costs more than \$250,000 in the first year if it is accompanied by lower costs in the later years of the contract?

Answer: The contractor can propose whatever they want. If their price is above the ceiling, they need to understand that it makes them less competitive.

2. **Question:** What is the projected start date for the project?

Answer: The start date is outlined in the Request for Proposals Section F.1.

3. **Question:** If the contract is awarded after the start of the fiscal year, will all the contract resources for the first contract year be available to the project during the remainder of the fiscal year or will the period of performance be determined by the start date of the contract?

Answer: The funding for each fiscal year will be based on the award on the contract. The contractor should not be concerned with availability of funds.

4. **Question:** Will the contractor be expected to host the enhanced web-based system or will it reside on IMA's computer system?

Answer: IMA will host the system.

5. **Question:** In light of the requirements for mainframe connectivity implied in sections C.3.20 and C.3.21, is Microsoft SQL Server RDBMS an acceptable database platform for this application?

Answer: Yes. We are not requiring an interface between the new system and our mainframe system.

6. **Question:** In Section C.3.5, the RFP states that the proposed case management system must have the capability to process, approve, and track vendor payments. We are assuming that this does not involve the actual disbursement of the payments. Is that correct?

Answer: Yes, that is correct.

7. **Question:** The RFP does not make any reference to maintaining the current system until the new system is fully operational. Should costs for maintaining the current system be included in our cost estimates? If so, should they be included in the cost reimbursement or fixed component of the contract?

Answer: No. This is a separate agreement. The maintenance and continuance of the existing system will be handled separately.

8. **Question:** Page 2, B.1 says “the contractor(s) will enhance DHS’ current performance tracking and invoicing system”. Similarly Page 10, C.3.4 “The contract shall enhance TEP’ s current information processing scheme”. This implies modifying / integrating with existing software as well as developing new components. If this is the case,

- a. What is the existing software?
- b. Are there any criteria as far as what must remain in use or what can be replaced by the new components?
- c. For the software which must remain in use (if any) what resources are available as far as source code, API’ s, back end database access etc that will enable us to provide the required modifications or integration?

Answer: The existing software is explained in the RFP, in the system functionality document, and in the user manual if the contractor chooses to build of the existing system. Contractors can approach the RFP in several ways. They may choose to modify the existing software by enhancing it with features specified in the RFP. They can propose an entirely new system that meets the requirement of the RFP. They can propose a hybrid system. The platform is Microsoft Access. There’ s been no customization that would necessitate us providing API’ s, source data, etc.

9. **Question:** Page 9, C.3.1 says “For more specific information on the design and functionality of the current database, see Attachment 10 in Section J”. Page 43, J.10 says “TANF Employment Program System Function”, but there is no corresponding attachment. The only attachment available on the web page for the solicitation details appears to be J.1 “Standard Contract Provisions”.

Answer: The attachment is located by clicking on the “Attachment” link in the solicitation. It is the last document.

10. **Question:** Page 15, C.3.20 and C.3.21 indicate data will be accessed by COBOL and 4GL programs, and must be able to be uploaded to a mainframe. Is there any further explanation of these requirements? Are these the “current performance tracking and invoicing system” referred to in question 1?

Answer: The new system needs to have the ability to import and export, but does not need to have the ability to interface directly with COBOL or other 4GL system.

11. **Question:** How many end users will there be using this new enhanced system?

Answer: There will be upwards of 40 end users across all vendors and DHS staff.

12. **Question:** Is there anything my company needs to do business for this solicitation with D.C. government?

Answer: Provide all documents requested in the solicitation.

13. **Question:** I noticed there is a requirement that 51% of the team needs to reside in the district. Can there be a work around for certain projects?

Answer: No. In order to do business with the District of Columbia you are required to sign and return the First Source Agreement (Attachment J.6) as part of your contract. If you are awarded this contract you are required by law to hire at least fifty-one percent of new hires as a result of this contract from District residents.

14. **Question:** Section C.3.13 indicates that the contractor must provide two client references. Section L.2.13.1.3.6 indicates that three references will be solicited from the Experience Questionnaire. Do you want us to provide two references in addition to those in the Experience Questionnaire?

Answer: No.

15. **Question:** The section asks for “five (4)” copies. Please clarify how many copies are required.

Answer: One original, five copies.

16. **Question:** The section asks that the proposal be in 12-point font, is it acceptable to use a smaller font for graphics and captions? Is it acceptable to use single or 1.5 spacing in graphics?

Answer: Yes.

17. **Question:** This section reads “Each proposal shall be submitted in a sealed envelope conspicuously marked.” Please clarify, do you want every copy of the proposal sealed in a separate envelope? Or just all of the cost proposals sealed in one envelope and all of the technical proposals sealed in another container?

Answer: All that is required is that the proposals be sealed.

18. **Question:** The solicitation in Section L.2.2 is PO-JA-2007-C-0012. However, on the Solicitation, Offer and Award page, the number given is DCJA-2007-R-0012. Which number should be placed on the shipping package?

Answer: DCJA-2007-R-0012.

19. **Question:** Do you want contracts completed in the past three or five years?

Answer: List contracts completed in the last five years.

20. **Question:** Does the Experience Questionnaires count toward the 40 page limit?

Answer: Yes.

21. **Question:** Do you want us to select references or will you select them from the organizations listed in the Experience Questionnaire?

Answer: We send Past Performance Evaluation forms to the references you provide.