

**AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT**

1. Contract Number \_\_\_\_\_ Page of Pages 1 | 2  
 2. Amendment/Modification Number DCRL-2013-R-0043  
 3. Effective Date N/A  
 4. Requisition/Purchase Request No. \_\_\_\_\_  
 5. Solicitation Caption Home Studies - Maryland

6. Issued By: Code RLO  
 DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY  
 CONTRACTS AND PROCUREMENT ADMINISTRATION  
 200 I Street, SE, Suite 2031  
 Washington, DC 20003  
 7. Administered By (If other than line 6)

8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)  
 (X) 9A. Amendment of Solicitation No. DCRL-2013-R-0043  
 9B. Dated (See Item 11) 11/27/2012  
 10A. Modification of Contract/Order No.  
 10B. Dated (See Item 13)  
 Code \_\_\_\_\_ Facility \_\_\_\_\_

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

X 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 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)

**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 Section 3601, Par. 19, Changes, Standard Contract Provisions  
 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)

E. IMPORTANT: Contractor  is not,  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.)**

1) Attachment No.1 contains responses to questions received.  
 2) Delete pages 2 through 5 and insert with pages 2R through 5R. Section B has been amended.  
 3) Delete pages 62 through 67 and insert with pages 62R through 67R-1. Section L has been amended.  
 4) Section C.5.5.8 is amended to read as follow:  
 C.5.5.8 The Contractor shall NOT bill for more than one service under CLIN D per kinship/foster/ adoptive applicant per month, per home and only if children are present in the home regardless of the amount of children that are in the home. If there are no children in the home, the contractor shall visit the home quarterly and bill accordingly.

**PROPOSALS ARE DUE ON JANUARY 7, 2013 AT 2:00PM.**

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 Tara Sigamoni  
 15B. Name of Contractor \_\_\_\_\_ 15C. Date Signed \_\_\_\_\_ 16B. District of Columbia \_\_\_\_\_ 16C. Date Signed 12/14/12  
 (Signature of person authorized to sign) \_\_\_\_\_ (Signature of Contracting Officer)

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14. Description of amendment/modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) Continuation of page 1					
<p><b>5) Section C.5.8 is amended to read as follow:</b></p> <p>C.5.8.1 95% of the RAPs will result in full foster/adoptive/kinship licensure (95%)</p> <p>C.5.8.1.A Performance Indicator: Of the number of RAPs received the percentage that results in home licensure within 110 days.</p> <p>C.5.8.1.B Performance Indicator: Of all homes relicensed the percentage of homes re-licensed within 15 business days or less to the expiration of the initial license.</p> <p>C.5.8.2 Foster/adoptive/kinship homes will be licensed and relicensed timely (73%)</p> <p>C.5.8.2.A Performance Indicator: Of all homes licensed, the percentage licensed within 110 days.</p> <p><b>6) Section C.5.4.4.2 is amended by adding the following at the end of the section:</b></p> <p>The contract shall follow CFSA's Child Welfare Training Academy (CWTA) protocol for obtaining approval. CWTA's protocol is included in addendum as Attachment No. B</p> <p><b>7) Section C.5.7.6 is amended to read:</b></p> <p>C.5.7.6 The Contractor shall conduct foster/adoptive/kinship services according to Sections C.5.2 and C.5.3 of this contract for each RAP with a status of un-licensed/un-approved, or licensed within less than one hundred ten (110) calendar days before approval expiration.</p> <p><b>8) Delete Section C.5.3.8 in its entirety and replace with the following as Section C.5.3.8R:</b></p> <p>C.5.3.8R For homes with children currently placed in the home, the Contractor may close the home, and must reopen the home within 24 hours at this time, a 90-day extension may be granted, however it DOES NOT decrease the 120 day time frame, and the home must be licensed within the 90 day extension period or 210 days. If the home is not licensed within 210 days, 60 day provisional license may be explored on a case by case basis for the applicant at the discretion of CFSA. There will be no additional cost to CFSA for the closing and subsequent re-opening of the home. The contractor's payment will be adjusted in accordance with Section H.11.4</p>					