AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT	1. Contract Number	Page of Pages 1 / 11

2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption:
M0003	See 16C		Mental Health Services

6. Issued By: Code	7. Administered By (If other than line 6)
District of Columbia Child and Family Services Agency Contracts and Procurement Administration 200 I Street, SE Suite 2031 Washington, DC 20003	

8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)		9A. Amendment of Solicitation No.
		DCRL-2013-R-0083
		9B. Dated (See Item 11) 5/3/2013
		10A. Modification of Contract/Order No.
Code	Facility	10B. Dated (See Item 13)

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. [x] 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) 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) 27 DCMR, Chapter 20 Section 2008 Exercise of Options

E. IMPORTANT: Contractor [ ] is not, [x] 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.)

Pursuant to 27 DCMR, Section 3601.2 and Paragraph 15 of the Standard Contract Provision for use with District of Columbia Supply and Services contract, dated March 2007, the following changes are incorporated and hereby made part of the contract:

1. Soft copy of FY13 Mental Health Services Budget Templates.

2. Under Section H.14, "Credentials", insert the following to sub-sectio H.14.4.

H.14.4(b):
- **a**. Introductory Overview: 1 - 8 hours
- **b**. Basic Training: 2 - 3 days
- **c**. Ongoing Phone Consultation (twice monthly for 6-12 months): groups of 5 - 12 clinician receiving ongoing case consultation to implement TF-CBT for patients in their setting.
- **d**. Advanced Training: 1 - 3 days.
- **e**. Certificate of completion from institution where training is acquired.

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 (Signature of person authorized to sign)	15C. Date Signed	16B. District of Columbia Tara Sigamoni (Signature of Contracting Officer)	16C. Date Signed 6-10-13

3. Under Section M.3 Evaluation Criteria, Subsection M.3.1 (Technical Criteria (80 Points Maximum) Technical Evaluation Factors, delete Factor #1 Scope of work in its entirety and insert the following:

Technical Evaluation Factors	Points
Factor #1: Scope of Work This evaluation considers the specific expertise related to deployment of services identified in the categories. Description of timely access to services is a priority. This factor will be evaluated on the skillset, best practice, and demonstrated ability to implement best practices. Offeror must show a clear and thorough understanding of the capabilities of the approach proposed. Offeror with a proven track record of experience with the proposed approach will be rated higher. Preference will be given to the Offeror who have demonstrated success through years of experience, certifications, and references. Individual providers supervised by individuals will be given secondary considerations.	**30**

Questions and answers in response t the Pre-Proposal Conference

Question #1: Is the provider expected to become certified to bill Medicaid by the State of Maryland?

Answer: No

Question #2: Medicaid certification in the District is site-specific. Will this change to provide home-based services for CFSA youth?

Answer: This is under discussion with the Department of Mental Health. Every effort will be made to achieve Medicaid certification; however, there may be issues that prevent this from occurring. The primary goal of CFSA is to build capacity for CFSA's children in Maryland.

Question #3: Will CFSA become an avenue for Medicaid billing? If so, how will the CFSA billing units authorization process compare with the DMH billing units authorization process?

Answer: This is under discussion with the Department of Mental Health. Every effort will be made to achieve Medicaid certification and bill for services; however, there may be issues that prevent this from occurring. The primary goal of CFSA is to build capacity for CFSA's children in Maryland.

Question #4: Please provide a list of CBEs currently contracted or subcontracted to do work with CFSA and the types of work they have been evaluated as qualified to perform. Has CFSA identified CBEs specifically to perform all or part of the mental health services to be provided under this solicitation, and if so, please identify those CBEs.

Answers: Please contact the District's Department of Small and Local Business Development at (202) 727-3900 or DSLBD@dc.gov.

Question #5: Will CFSA allow unlicensed Master's and Doctorate level therapists with 5 or more years' experience to provide counseling services under a licensed clinician?

Answer: Yes, supervision needs to be documented so that we can audit if necessary.

Question #6: The information regarding criminal background checks is unclear. Is the contractor responsible for completing the criminal background checks of their employees or should we have a waiver completed by our employees allowing CFSA to complete the criminal background checks?

Answer: The contractor is responsible for the criminal background checks.

Question #7: We are in negotiation with practitioners to fill positions. Is it necessary to already have someone in a position when we submit the proposal? If not, how should we list the position? For example, we might not have a psychiatrist on board by the time we submit the proposal. How should we state this in the proposal?

Answer: The expectation is that services are able to commence within two (2) month or less from contract award.

Question #8: For Child Parent Psychotherapy Parent Interaction Therapy, does the contract cover the cost of counseling the parents?

Answer: This needs to be included in the price proposal.

Question #9: We are a for-profit business. How/here do we include the profit in the budget schedule? What is the customary profit margin?

Answer: Customary profit margin is 3%. The profit should be shown on the budget summary form.

Question #10: We will make effort to hire DC businesses. In the case that we need a waiver, what is the process? Generally, what are the situations for which a waiver is approved? We are applying to counsel clients in Maryland and question whether we will be able to find suitable DC practitioners that also licensed in Maryland.

Answer: A waiver request should be submitted to the Contracting Officer detailing your "exhaustive" efforts in locating CBEs/SBEs. Simply stating that you could not find any CBE/SBEs is not sufficient. See attached instructions entitled "Find a CBE Today".

Questions #11: We are applying for a Maryland MBE certification and Montgomery County small business certification. Does this make a difference in your evaluation of our proposal?

Answer: No, certification must be with the District's Small and Local Business Development.

Question #12: Could you please provide us a geographic breakdown of clients. For instance, in Prince George's County, the number of clients from each locality? How many in College Park, Temple Hill, etc. I would like this breakdown for every county.

Answer: Data is not available. However, the census as of June 3, 2013 is as follows:

The private agency number is the one that has the most potential for services through the mental health solicitation because they are placed in Maryland. Data by city or county in Maryland is not available.

Home Type	Category	CFSA	Private Agency	Total
Out-of-Home	Children Served in out-of-home placement	586	788	1374

DSLBD
DC Department of Small & Local Business Development

Find a CBE Today!

Log on to DSLBD.DC.GOV

Click on: Doing Business in DC
(Left side of homepage, drop-down menu bar)

Then click on menu option: Find Certified (CBE) Companies

It will then take you to the webpage for:

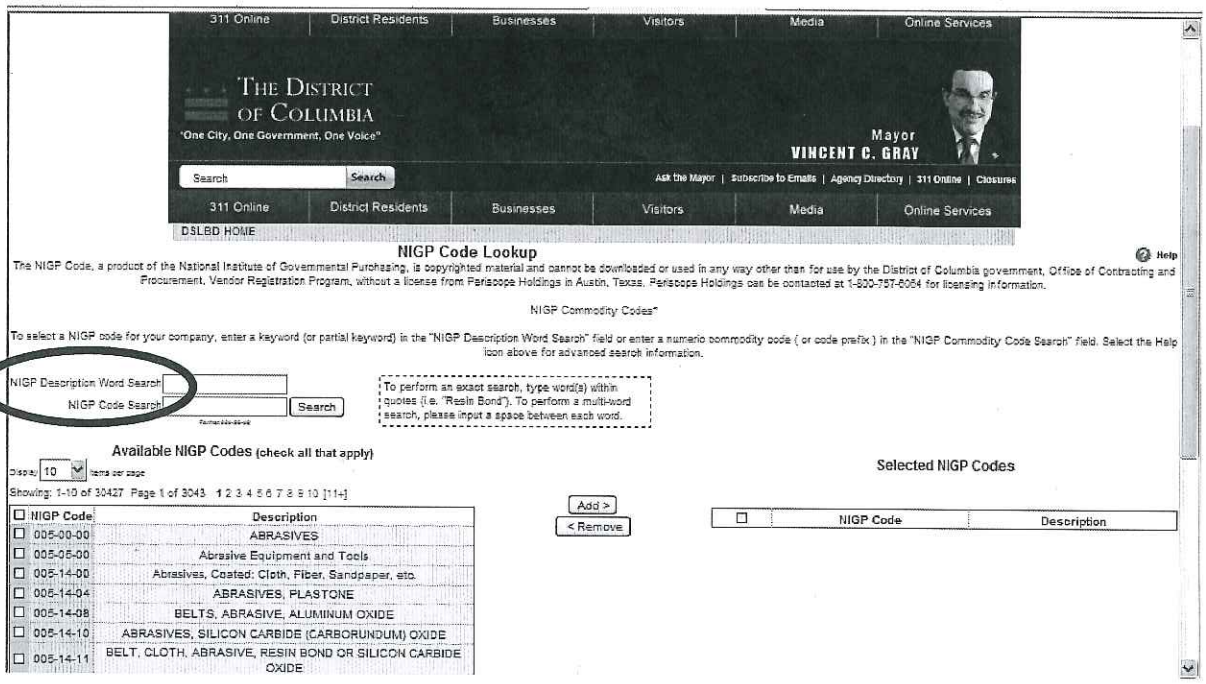
CBE Certified Contractors
http://lsdbe.dslbd.dc.gov/public/certification/search.aspx

Click on the button labeled:

NIGP Codes

It will then take you to the webpage for:

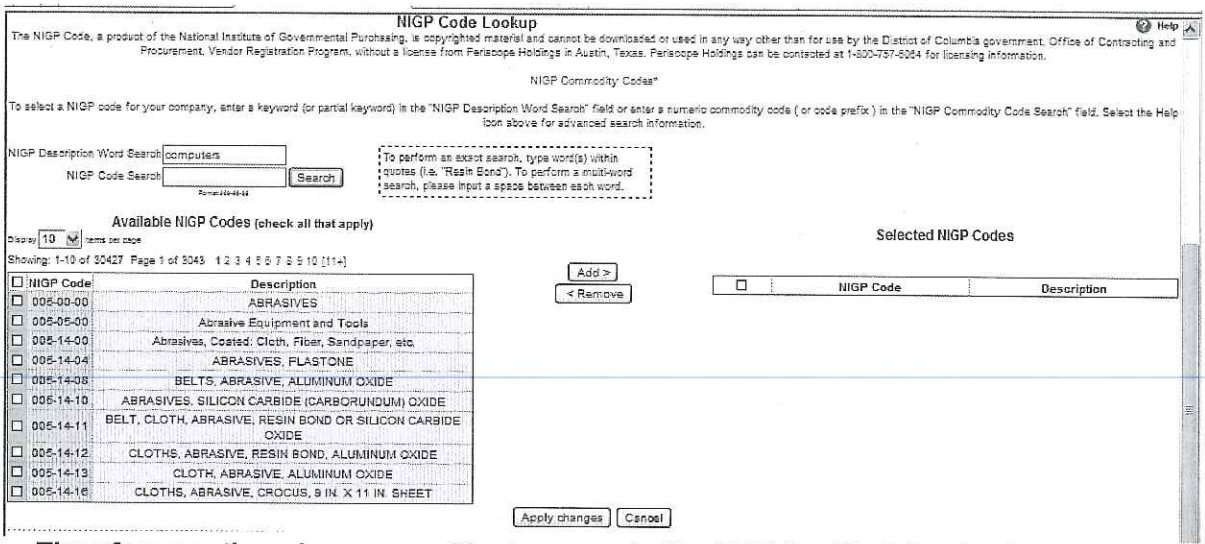
NIGP Code Look-up:
http://lsdbe.dslbd.dc.gov/public/certification/search.aspx



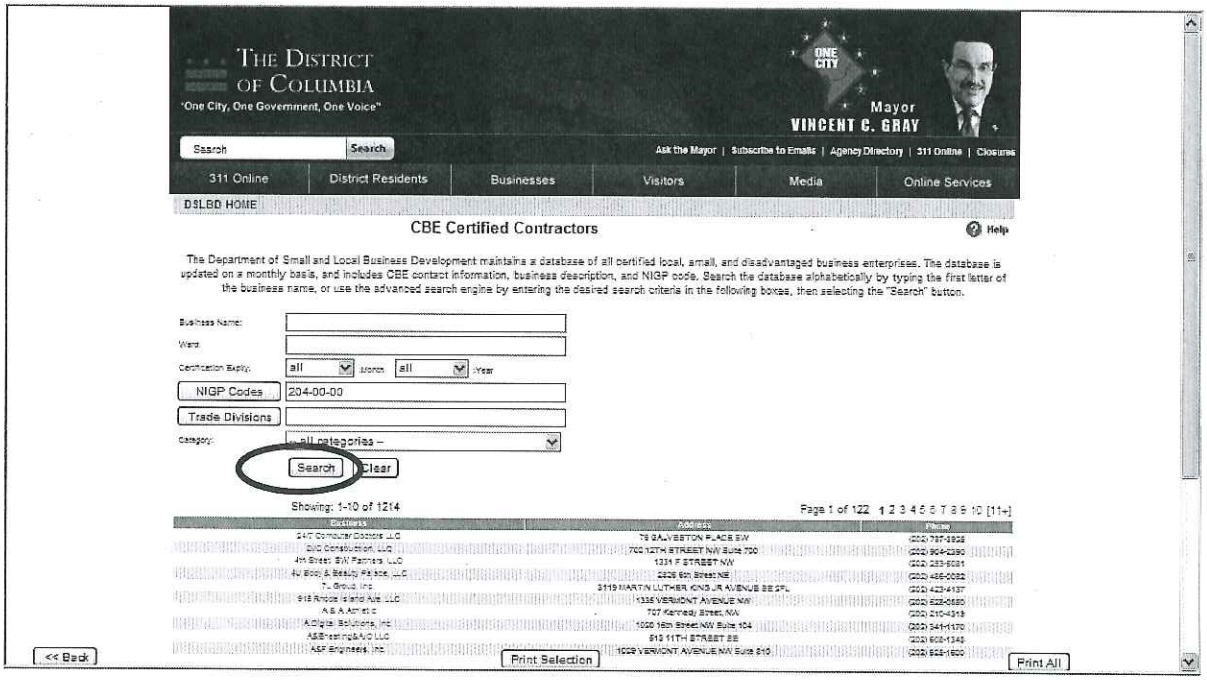
Place the type of business activity in the cell labeled NIGP Description Word Search (i.e. construction or information technology) or if you already know the NIGP code, which is a 7 digit number, place that information in the cell labeled NIGP Code Search and click on the 'Search' button.

(rev. 10-31-11)

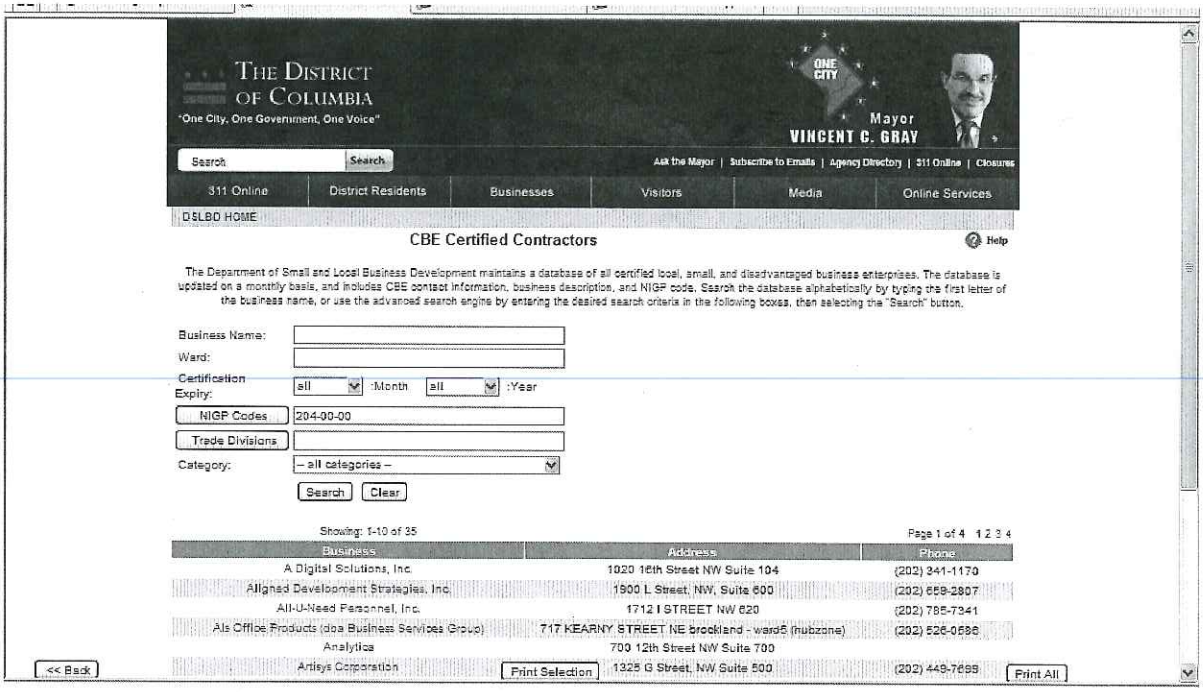
A listing of NIGP Codes and Descriptions will appear. Make sure that you choose the 'Add' button after you check the box next to the NIGP code(s) of choice. Then click on 'Apply Changes' button located at the bottom of the page.



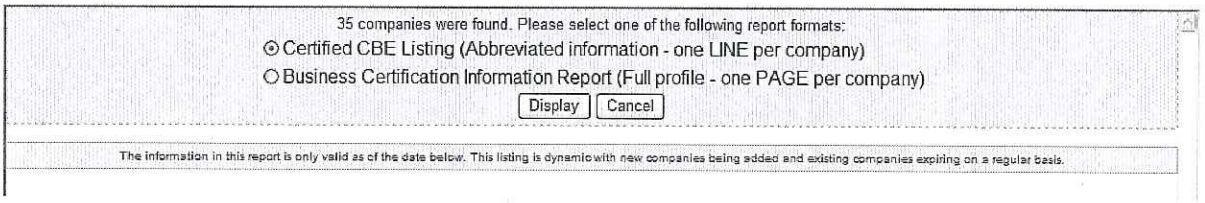
The aforementioned process will return you to the CBE Certified Contractors webpage, as seen below, with the codes of choice in the 'NIGP Codes' cell.



Individuals must click 'Search' in order to see the actual CBE firms associated with the chosen codes. An indicator that your search has processed correctly is if the number of CBE firms showing differs from the total number of registered CBE firms at the time of your search or it may show zero, for no firms found.



To see the entire list click on the 'Print Selection' button and this will reveal the list of CBE firms found. Individuals will have the option to have a summary or detailed profile of all firms found.



Below are two options for viewing the list of CBE firms found once the search is completed.

1

35 companies were found. Please select one of the following report formats:

⊙ Certified CBE Listing (Abbreviated information - one LINE per company)

○ Business Certification Information Report (Full profile - one PAGE per company)

Display | Cancel

The information in this report is only valid as of the date below. This listing is dynamic with new companies being added and existing companies expiring on a regular basis.

Department of Small and Local Business Development
Certified CBE Listing
as of Monday, October 31, 2011
Alphabetical Listing of current CBE companies

(this control box will not be printed)
print window

Company Name	Contact Name	Phone	Certifications	Ward	Expiration Date
A Digital Solutions, Inc.	Darrell Edwards	(202) 341-1170	LBE, SBE, DBE, DZE, ROB	2	6/24/2013
Aligned Development Strategies, Inc.	Dale James	(202) 659-2807	LBE, SBE, DBE, DZE	2	6/3/2013
All-U-Need Personnel, Inc.	Vanessa Ali	(202) 785-7341	LBE, SBE, DBE	2	12/4/2011
Als Office Products (dba Business Services Group)	alton kimbrough	(202) 526-0586	LBE, SBE, DBE, DZE, ROB, VOB	5	7/23/2012
Analytica	Mariano Lopez		LBE, SBE, DZE, ROB	2	10/21/2013
Artisys Corporation	Zachary Fowler	(202) 449-7699	LBE, SBE, DBE	2	9/2/2013
CoDe Solutions	Jaqee Cooke	(202) 253-3333	LBE, SBE, DZE, ROB	5	8/19/2013
ComputerData Solutions, LLC (formerly Computer Data Supplies, LLC)	Terrell Davis	(202) 299-9278	LBE, SBE, DBE	6	8/29/2013

2

35 companies were found. Please select one of the following report formats:

○ Certified CBE Listing (Abbreviated information - one LINE per company)

⊙ Business Certification Information Report (Full profile - one PAGE per company)

Display | Cancel

The information in this report is only valid as of the date below. This listing is dynamic with new companies being added and existing companies expiring on a regular basis.

Business Certification Information Report
as of Monday, October 31, 2011

(this control box will not be printed)
print window

A Digital Solutions, Inc.

Description: Scanning, Imaging & Coding, Electronic Data Discovery, Data Conversion , Paper Blowback / Pringing, Training & Support, Consulting, CD/DVD DUPLICATING, DATABASE DEVELOPMENT, Office supplies, Equipment rental, Carrier Services, IT Support, Computer Sales Sevice and Rental
Principal Owner: Darrell Edwards
Contact Name: Darrell Edwards
Address: 1020 16th Street NW, Suite 104, Washington, DC 20036
Phone: (202) 341-1170
Fax: (202) 450-2963
Email: darrell.edwards@adigitalsolutions.com
Website URL: www.adigitalsolutions.com
Date Established: 1/29/2001
Organization Type: Corporation
Ward: 2

Certification Information
Expire: 6/24/2013
CBE Number: LSDZR15474062013

DSLBD
DC Department of Small & Local Business Development

DSLBD is providing a list of NIGP codes that are most commonly used in agency searches for CBE firms, which are listed below. These are suggested codes out of the 30,000 plus codes available and should only be used as a reference. The online listing of NIGP codes is available for a variety of business services and can be found by visiting: http://lsdbe.dslbd.dc.gov/public/certification/search.aspx or NIGP Commodity Codes through Office of Contracting and Procurement.

	NIGP Codes	Description (Alpha Order)
1	918-04-00	Accounting & Auditing/Budget Consulting
2	946-10-00	Accounting & Billing Services
3	208-10-00	Accounting/Financial Bookeeping
4	209-11-00	Accounting/Financial Bookeeping
5	906-02-00	Acoustics; Noise Abatement - Architectural Services
6	906-07-00	ARCHITECT Services, Professional
7	907-00-00	ARCHITECTURAL & ENGINEERING
8	918-15-00	ARCHITECTURAL Consulting
9	906-00-00	ARCHITECTURAL Services Professional
10	345-05-00	Asbestos Abatement Equipment and Supplies
11	345-05-20	ASBESTOS ABATEMENT MATERIALS AND SUPPLIES
12	914-30-00	CONCRETE
13	914-30-00	Concrete
14	929-32-00	CONCRETE & Asphalt Equip.
15	915-19-00	CONCRETE Engineering
16	755-80-00	CONCRETE Mixers
17	210-25-00	CONCRETE Pilings
18	150-15-00	CONCRETE Polymer, All Types
19	750-30-00	CONCRETE Precast
20	910-08-00	CONCRETE Raising and Undersealing Services
21	992-34-00	CONCRETE Testing Services
22	912-00-00	CONSTRUCTION Services, General
23	918-31-00	CONSTRUCTION Consulting
24	914-00-00	CONSTRUCTION Services, Trade
25	912-00-00	CONSTRUCTION SERVICES, GENERAL (INCL. MAINTENANCE AND REPAIR SERVICES)
26	913-00-00	CONSTRUCTION Services, Heavy
27	913-27-00	CONSTRUCTION, Highway and Road
28	906-22-00	Corrosion Control; Cathodic Protection; Electrolysis - Architectural
29	925-21-00	Corrosion Control; Cathodic Protection; Electrolysis/Engineering
30	912-40-00	DEMOLITION Services
31	912-40-00	Demolition Services
32	450-65-25	DUMPSTERS, PARTS AND ACCESSORIES
33	914-38-00	ELECTRICAL
34	280-00-00	ELECTRICAL Cables and Wires
35	925-31-00	ELECTRICAL Engineering
36	981-30-00	ELECTRICAL Equipment/Supply Rental
37	060-37-00	ELECTRICAL Parts (non ignition)
38	465-29-00	ELECTRICAL Safety Analyzers
39	998-37-00	ELECTRICAL Supplies
40	910-13-00	ELEVATOR Installation, Maint. & Repair
41	295-00-00	ELEVATORS & Escalators, Bldg. Type

(rev. 10-31-11)

42	370-18-00	ELEVATORS, Continuous Bucket Type
43	918-42-00	ENGINEERING Consulting
44	998-38-00	ENGINEERING Equip. and Supplies
45	979-35-00	ENGINEERING Equip. Supplies Rental
46	925-00-00	ENGINEERING Services, Professional
47	305-00-00	ENGINEERING Surveying Equip. & Instruments
48	926-00-00	ENVIRONMENTAL & ECOLOGICAL SERVICES
49	918-43-00	ENVIRONMENTAL Consulting
50	925-35-00	ENVIRONMENTAL Engineering
51	961-32-00	ENVIRONMENTAL Impact Studies
52	998-39-00	ESCALATORS and ELEVATORS
53	295-35-00	ESCALATORS and Parts
54	912-44-00	ESCAVATION Services
55	962-34-00	EVENT PLANNING Services
56	918-49-00	FINANCE/Economics Consulting
57	946-48-00	FINANCIAL Advisor
58	946-00-00	FINANCIAL SERVICES
59	953-43-00	FIRE
60	990-42-00	FIRE & SAFETY Services
61	340-16-00	FIRE Alarm Systems, Power Sirens and Controls
62	340-20-00	FIRE Detecting Equipment
63	340-24-00	FIRE Escapes and FIRE Exit Devices
64	936-34-00	FIRE Extinguisher Maintenance & Repair
65	975-37-00	Garbage/Refuse Equipment (Dumpsters, etc.) Rental or Lease
66	914-47-00	Glass and Glazing
67	440-00-00	GLASS AND GLAZING SUPPLIES
68	990-46-00	GUARD and SECURITY Services
69	914-50-00	HVAC
70	941-55-00	HVAC Systems Maint. & Repair
71	910-36-34	Inspection & Maint. of HVAC Filters
72	914-53-00	Insulation
73	983-38-00	JANITORIAL Equip. Rental or Lease
74	485-00-00	JANITORIAL Suppklies
75	910-39-00	JANITORIAL/CUSTODIAL Services
76	906-56-00	LANDSCAPE Architecture
77	988-52-00	LANDSCAPING
78	918-73-00	LANDSCAPING Consulting
79	910-47-00	Lead Abatement Services
80	929-66-50	MAINTENANCE AND REPAIR, DUMPSTERS
81	914-55-00	Masonry
82	815-40-00	MECHANICAL Pump and Shaft Seals
83	925-67-00	MECHANICAL Engineering
84	570-40-00	Ornamental Ironwork
85	450-72-05	OUTRIGGERS, ADJUSTABLE KNEE TYPE SCAFFOLD
86	914-61-00	PAINTING
87	635-00-00	PAINTING Equip. & Accessories
88	934-58-00	PAINTING Equip. Maint. & Repair
89	150-34-55	PARTS AND ACCESS., METAL HANDRAILS
90	150-12-55	PLASTER

(rev. 10-31-11)

91	914-68-00	PLUMBING
92	934-64-00	PLUMBING Equip. & Fixtures Maint./Repair
93	670-00-00	PLUMBING Equip. Fixtures & Supplies
94	998-78-00	PLUMBING Equipment and Supplies
95	981-54-00	PLUMBING Equipment Rental or Lease
96	208-68-00	PROJECT MANAGEMENT
97	209-69-00	PROJECT MANAGEMENT
98	958-78-00	PROPERTY MANAGEMENT Services
99	750-70-00	Ready-Mix CONCRETE
100	998-84-00	REAL ESTATE
101	918-89-00	REAL ESTATE Consulting
102	961-64-00	REAL ESTATE Services
103	208-76-00	REAL ESTATE/PROPERTY MGMT.
104	209-77-00	REAL ESTATE/PROPERTY MGMT.
105	578-63-00	REAL ESTATE: Land and Improvements
106	971-00-00	REAL PROPERTY Rental or Lease
107	918-91-00	Roofing Consultant
108	936-70-00	Roofing Equipment and Machinery Maintenance and Repair
109	936-71-00	Scaffolding Maintenance and Repair
110	981-66-00	SECURITY and ACCESS Systems
111	725-54-00	SECURITY SYSTEMS & Equip. Communications
112	990-00-00	SECURITY, FIRE, SAFETY & EMERGENCY Services
113	918-93-00	SECURITY/Safety Consulting
114	962-79-00	SIGN Making Services
115	801-49-00	SIGN Material Reflective
116	801-50-00	SIGN Material Reflective
117	961-66-00	SIGN Painting Services
118	801-00-00	SIGNS, Sign Materials, Sign Making Equip.and Related Supplies
119	801-60-00	SIGNS: Construction
120	070-53-00	Trucks (With Specialized Bodies - Aerial Ladders and Tower Buckets, Diggers, etc.)
121	065-94-00	Winches and Cranes, Automotive