

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number	Page of Pages	
				1	2
2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption		
A001	See Box 16C.				
6. Issued by: Child and Family Services Agency Contract and Procurement Administration 200 I Street, 2 nd Floor Washington, DC, 20003		Code	7. Administered by (If other than line 6) Child and Family Services Agency Contract and Procurement Administration 200 I Street, 2 nd Floor Washington, DC, 20003		
8. Name and Address of Contractor (No. street, city, county, state and zip code)		X	9A. Amendment of Solicitation No. DCRL-2014-RQ-0146		
TO ALL PROSPECTIVE OFFERORS			9B. Dated (See Item 11) 07/29/2014		
Code			10A. Modification of Contractor/Order No. N/A		
Facility			10B. Dated (See Item 13)		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" 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 one (1) 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 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 CONTRACTORS/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, Section 3601.2(b) 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:					
C. This supplemental agreement is entered into pursuant to authority of: 27 DCMR 3601.2 Change Clause, 27 DCMR 2005.6(d) as amended					
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 one (1) copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) <u>Qualifications Package is amended as follows:</u>					
1) Is to extend the Qualifications Package submission date from <u>August 29, 2014 at 2:00pm EST.</u> to <u>September 19, 2014 at 2:00pm EST.</u>					
2) Clarifications:					
a) Section 33(l) - Licensed entities can submit a response, regardless of their jurisdiction.					
b) Section 33(p) -The entity shall provide a detailed summary of the program scope. The summary shall not exceed 3 pages.					
3) DELETE "Preferences maybe given to entities located in the District of Columbia" in Section 33(l) and REPLACE with, "Preferences maybe given to entities located in the District of Columbia, then to entities in Maryland and Virginia".					
4) DELETE "Traditional Group Home" and REPLACE with "Traditional Group Home for Boys and Girls" in Section 34.					
5) DELETE "Independent Living Programs – Main Facility and Residential Units" and REPLACE with Independent Living Programs – Main Facility for Boys and Girls" in Section 34.					
6) DELETE Teen Bridge from Section 34.					
7) See the Attached License Clarifications.					

8) Response to Questions:

Question 1. How many children and youth will receive services from the program?

Response 1. CFSA contracts with private providers based on a comprehensive needs assessment. CFSA has a total of three providers for the Teen Parent Congregate Care Program that serves approximately 35 youth. The Elizabeth Ministry, Inc. is one of the three providers whose contract capacity is for 11 slots.

Question 2. How funds are utilized i.e. staff?

Response 2. Funding for The Elizabeth Ministry is used to pay their Administrative Cost; staff salaries, fringe benefits, occupancy costs (rent, trash pick-up, and utilities), transportation costs (vehicle leases, gasoline, insurance, and maintenance), minimal office supplies, and their indirect overhead cost. A per Diem Rate covers direct program staff and their fringe benefits. Cost reimbursement covers household supplies and furnishings (used to furnish the apartments for the youth), youth/client direct expenses (food, clothing, allowance/stipends, recreation and socio-cultural activities, transportation, rent and utilities), communication costs (telephones for staff, copying/printing), other direct costs (staff recruitment/retention, staff training – pre-service and in-service training required by the contract, business license, professional license/dues, background clearance checks).

Question 2. How long is the program?

Response 2. In general, youth remain in the program until they reach some type of permanency (reunification, guardianship, adoption, Alternative Planned Permanent Living Arrangement). If permanency is not an option, the agency attempts to place youth in foster homes. Barring other options, youth may remain in the program until they age out of the foster care system on their 21st birthday.

Question 4. How many staff is assigned to implement the program?

Response 4. A total of 13 staff operates the program. These staff includes a Managing Director, Director of Psycho-Social Development, Director Counseling, Educational Coordinator, social workers and resident counselors. Please note staffing is governed by the contract and the District’s licensing requirements. The majority of the staff are assigned to the program 100% of their time.

Question 5. Have there been any evaluations/outcomes of past teen parent programs? If so please share data/results.

Response 5. The service evaluation/outcomes were forwarded to the Committee on Human Services on 6/19/14 and are attached for your convenience.

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
(Signature of person authorized to sign)		(Signature of Contracting Officer)	