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
A02	See Box 16C.		

6. Issued by: Code	7. Administered by (If other than line 6)
Child and Family Services Agency Contract and Procurement Administration 200 I Street, 2nd Floor Washington, DC, 20003	Child and Family Services Agency Contract and Procurement Administration 200 I Street, 2nd Floor Washington, DC, 20003

8. Name and Address of Contractor (No. street, city, county, state and zip code)		
TO ALL PROSPECTIVE OFFERORS	X	9A. Amendment of Solicitation No. DCRL-2014-RQ-0146
		9B. Dated (See Item 11) 07/29/2014
		10A. Modification of Contractor/Order No. N/A
Code Facility		10B. Dated (See Item 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ 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 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 ☐ is not ☒ 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.)

Qualifications Package is amended as follows:

1) Is to extend the Qualifications Package submission date from August 29, 2014 at 2:00pm EST. to September 19, 2014 at 2:00pm EST.
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.**

Attachment A – DCRL-2014-RQ-0146
Amendment 02

Clarifications:

A. To encourage new entities to re-locate or establish businesses in the District, the licensing requirements are being clarified as follows:

1. The Office of Facility Licensing has a three (3) Phase application process that includes:

   - Phase 1: Submittal of a licensing application and supporting documents;
   - Phase 2: Sanitation and Environmental on-site physical plant inspection;
   - Phase 3: Final walk-through of the physical plant and issuance of a license.

2. Review the attachments titled "Facility Licensing Process and Requirements" sent via email on August 14 2014, which will assist in understanding the licensing application process.

3. Submit an original independent living program (ILP) or youth residential facility (YRF) application along with supporting documentation outlined on The Original Record Index that details the requirements to be included in the application binder (certificates, financial and insurance documents, plans/policies and personnel information including background safety clearance checks). Submit the application binder to the Child and Family Services Office of Facility Licensing located at 200 I Street, S.E., Office 3231, Washington, D.C. 20003. The Office of Facility Licensing (OFL) is available to provide technical assistance, if needed.

4. OFL will review the application binder to determine whether it can be accepted. In the interim, CFSA anticipates that we would have completed the qualification phase.

5. Offerors are encouraged to begin searching for a facility after OFL issues an approval letter accepting an applicant's application binder. OFL has 90 days to either grant or deny an application for an original annual license to operate a youth residential facility and 60 days to make a decision for an original annual license to operate an independent living program once the application is accepted.

6. OFL licenses the facility; therefore, to complete the licensing process the applicant must identify a facility and obtain all required certifications. The facility does not need to be fully staffed or furnished and if it determined that the physical plant meets all regulatory requirements a provisional license with closed admissions can be issued. Placements will not be made until the facility is fully staffed and the facility is furnished with all required items. Contractors shall have up to 150 days to complete this process.

B. Interested Parties should provide a detailed narrative of the programming offered for section 33. No detailed proposals are required.