AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. Contract Number	Page of Pages
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2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption
A0004	See Block 16C		Develop a Parenting Education Curriculum

6. Issued by: Code
DISTRICT OF COLUMBIA CHILD AND FAMILY SERVICES AGENCY
Contracts and Procurement Administration
200 I Street S.E. Suite 2031
Washington, D.C. 20003

7. Administered by (If other than line 6)
Child and Family Services Agency
Contracts and Procurement Administration
200 I Street S.E. Suite 2031
Washington, DC 20003

8. Name and Address of Contractor (No. street, city, county, state and zip code)

Code Facility

	9A. Amendment of Solicitation DCRL-2015-R-0074
	9B. Dated (See Item 11)
x	10A. Modification of Contract Order No.
x	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 N/A 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 CONTRACTORS/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 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) **27 DCMR, Section 2008 – Exercise of Option**

E. IMPORTANT: Contractor ☒ is not ☐ is required to sign this document and return __ copies to the issuing office.

14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)

1. Pursuant to 27 DCMR, Section 3601.2 and paragraph 15 of the Standard Contract Provisions for use with District of Columbia supplies and Service dated March 2007 the following changes are incorporated and made a part of this solicitation.

2. **See question and answer listed below:**

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, Agency Chief Contracting Officer	
15B. Name of Contractor (Signature)	15C. Date Signed	16B. District of Columbia (Signature of Contracting Officer)	16C. Date Signed JUL 28 2015

1. **Question:** How many staff will attend the quarterly training sessions?

   Answer: A range of 100-150 staff will be in the audience.

2. **Question:** Will the contractor be required to provide separate training sessions for CFSA and DDA?

   Answer: Two of the four annual trainings will be for CFSA and two trainings will be for DDA.

3. **Question:** Is there a minimum/maximum amount of hours per month for support set odds provided directly to each family?

   Answer: A minimum of 10 hours per month is recommended with the ability to increase the number of hours based on documented need within a case plan with document to support the additional services. It is the expectation of the Contractor that they provide a recommendation to CFSA on the number of hours and services that will be required.

4. **Question:** How soon upon contract award will the contractor receive referrals?

   Answer: The contractor will receive referrals within the first 30 days of contract award.

5. **Question:** Should the contractor factor in cost for training materials for the quarterly staff training session?

   Answer: The contractor should factor in cost for training materials.