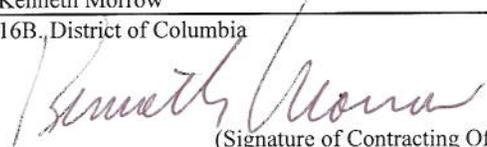


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Contract Number		Page of Pages	
				1 10	
2. Amendment/Modification Number		3. Effective Date		4. Requisition/Purchase Request No.	
Amendment A0001		1/8/2009			
				5. Solicitation Caption	
				Content Management System	
6. Issued by:		Code		7. Administered by (If other than line 6)	
Office of Contracting and Procurement Office of the Chief Technology Officer 441 4 th Street, N.W., Suite 971N Washington, D.C. 20001					
8. Name and Address of Contractor (No. street, city, county, state and zip code)		X		9A. Amendment of Solicitation No.	
TO ALL PROSPECTIVE OFFERORS				DCTO-2009-R-0082	
				9B. Dated (See Item 11)	
				12/31/2008	
				10A. Modification of Contractor/Order No.	
Code		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 type="checkbox"/> is extended. <input checked="" 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.)					
a. The purpose of this amendment is to include attachments as part of the Statement of Work and change the closing date from 01/23/2009 to 02/02/2009.					
Except as provided herein, all terms and conditions of the document is 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			
		Kenneth Morrow			
15B. Name of Contractor		15C. Date Signed		16B., District of Columbia	
					
(Signature of person authorized to sign)				(Signature of Contracting Officer)	
				16C. Date Signed	
				1/8/09	

Appendix A

DC Records Office Process Definitions and Overviews

(All processes defined herein to be, at minimum, included in the business process management tool)

Department of Corrections Records Office Process Definitions

A.1 Intake Process

A.1.1 Weekender - Person has a sentence to be served on the weekends only

A.1.2 New Intake – Person has no active files on record.

A.2 Court Returns

A.2.1 Pretrial Return – Person has been committed to DOC custody while awaiting trial in District (Federal) or Superior (DC) Court

A.2.2 Sentenced Return – Person has been committed and has been sentenced on charges in either District (Federal) or Superior (DC) Court

A.2.3 Fugitive Waiver – Person has charges pending in other jurisdiction and has voluntarily agreed to stay in DOC custody until transfer can be arranged. (i.e. person has no charges pending in DOC)

A.2.4 Parole Violator – Person has been arrested on a violation of their parole

A.2.5 Pretrial Work Release – Person has been placed in a work release program while awaiting trial in District (Federal) or Superior (DC) Court

A.2.6 Sentenced Work Release – Person will serve sentence as part of a work release program

A.2.7 Court Ordered Drug Program – Person has been sentenced to participate in drug treatment program

A.2.8 Youth Rehabilitation Act (YRA) – Minor (<21 years old) has been committed to DOC custody as an adult

A.2.9 Sanction Commitment

A.2.10 Safety Net Commitment

A.3 Jail Credits and Sentence Computation

A.3.1 Federal Jail Credits – Time served with DOC is credited to any felony sentence. This information is transferable to the Federal Bureau of Prisons as they take custody most inmates convicted of felonies.

A.3.2 Sentence Computation – Calculates an inmate sentence based on the receipt of sentencing information from the courts.

A.4 Releases

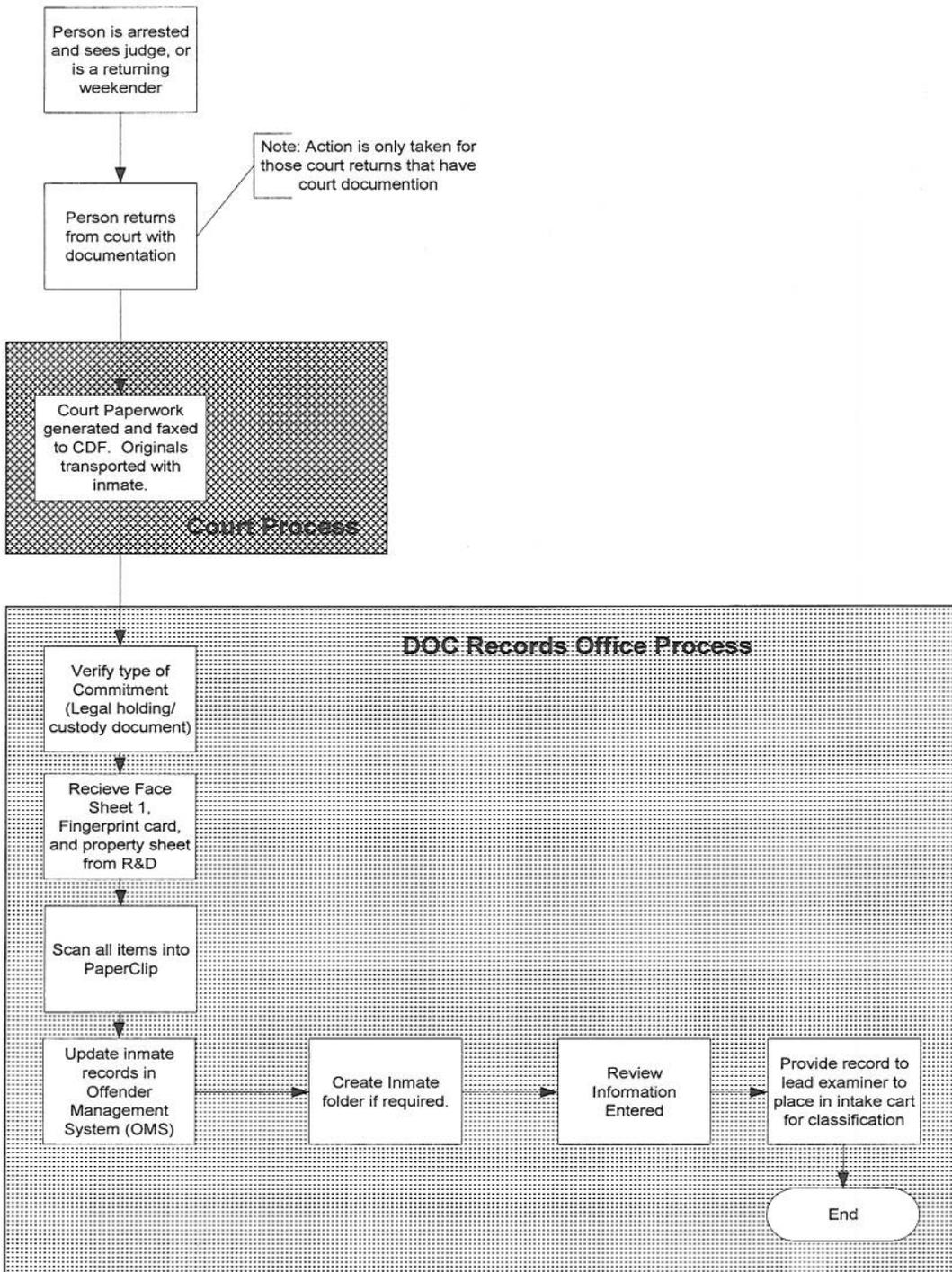
A.4.1 Court Ordered Release – Person has been released from DOC custody via a court order

A.4.2 Reasons for court order release include, but are not limited to non-guilty verdicts, suspended sentences, time served sentences, and drug treatment programs

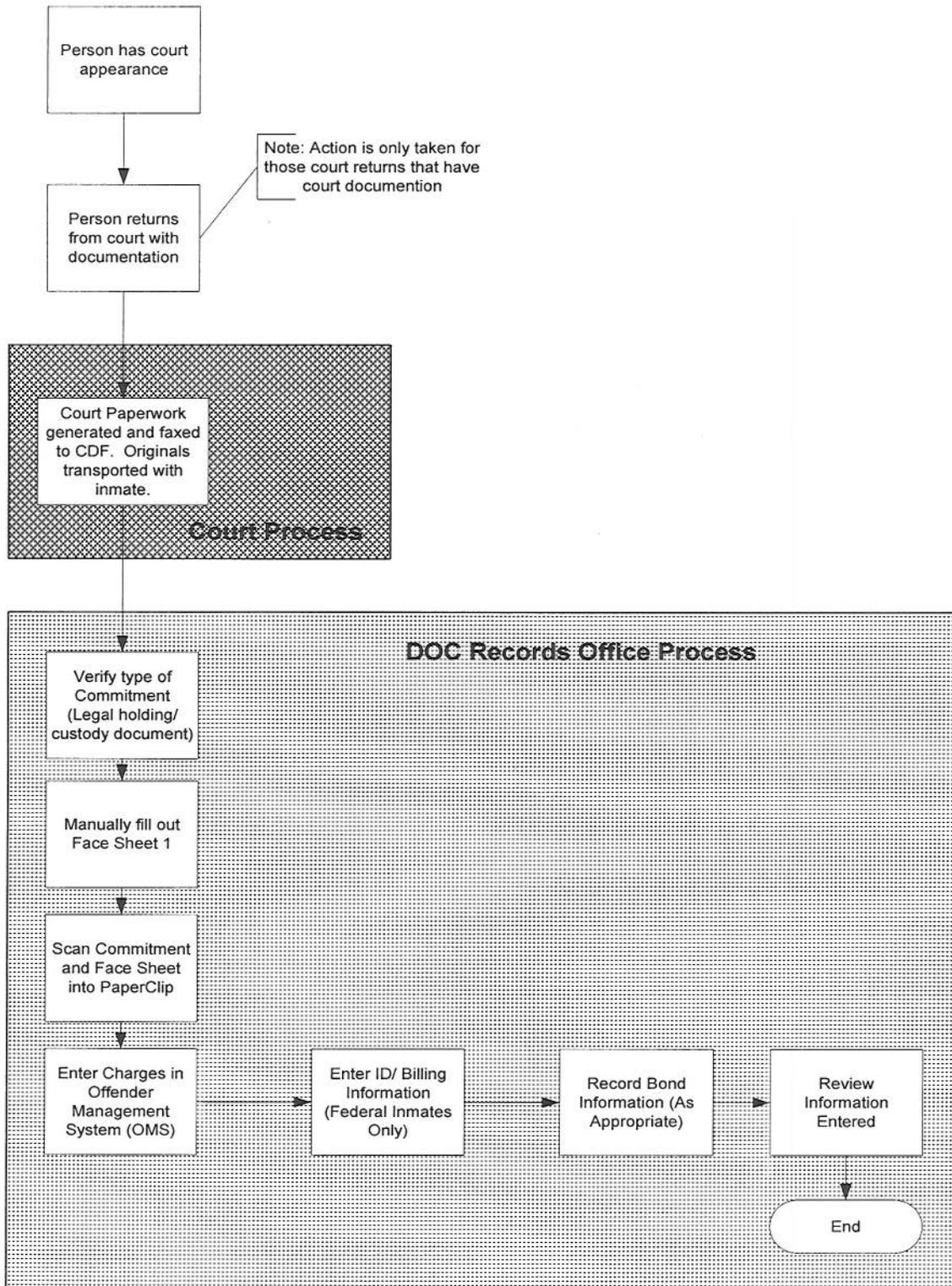
- A.4.3 Sentence Expiration – Inmate has served time as required by the judgment and commitment provide by DC Superior Court
- A.4.4 Bond – Person has made bail and is released from custody pending trial
- A.4.5 Parole – Person has been approved for conditional release by parole board
- A.4.6 Detainer – Person will be released into the custody of another jurisdiction
- A.4.7 Death – Person dies prior to sentence expiration

Department of Corrections Records Office Process Definitions

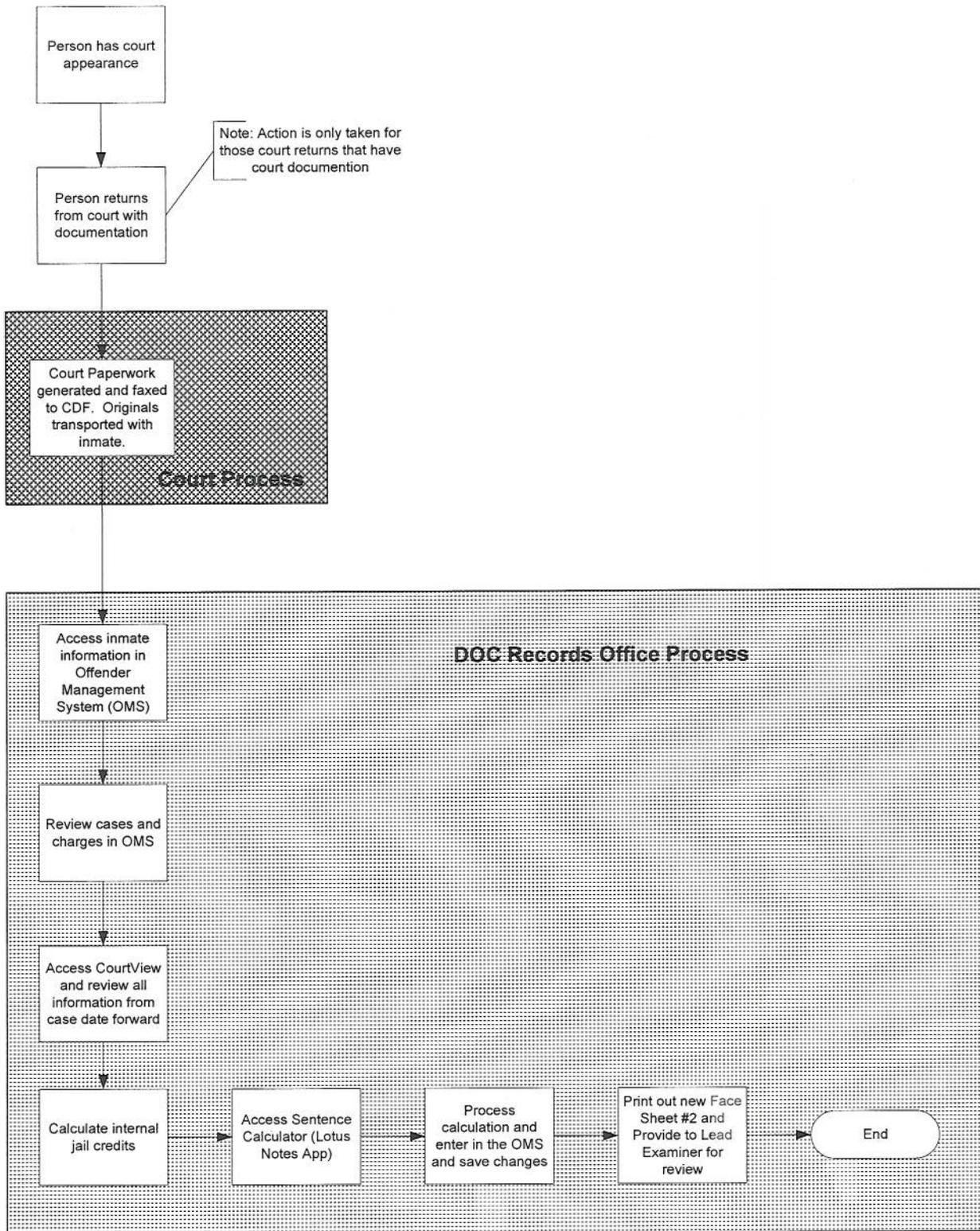
- A.5 **General Intake Process Flow**



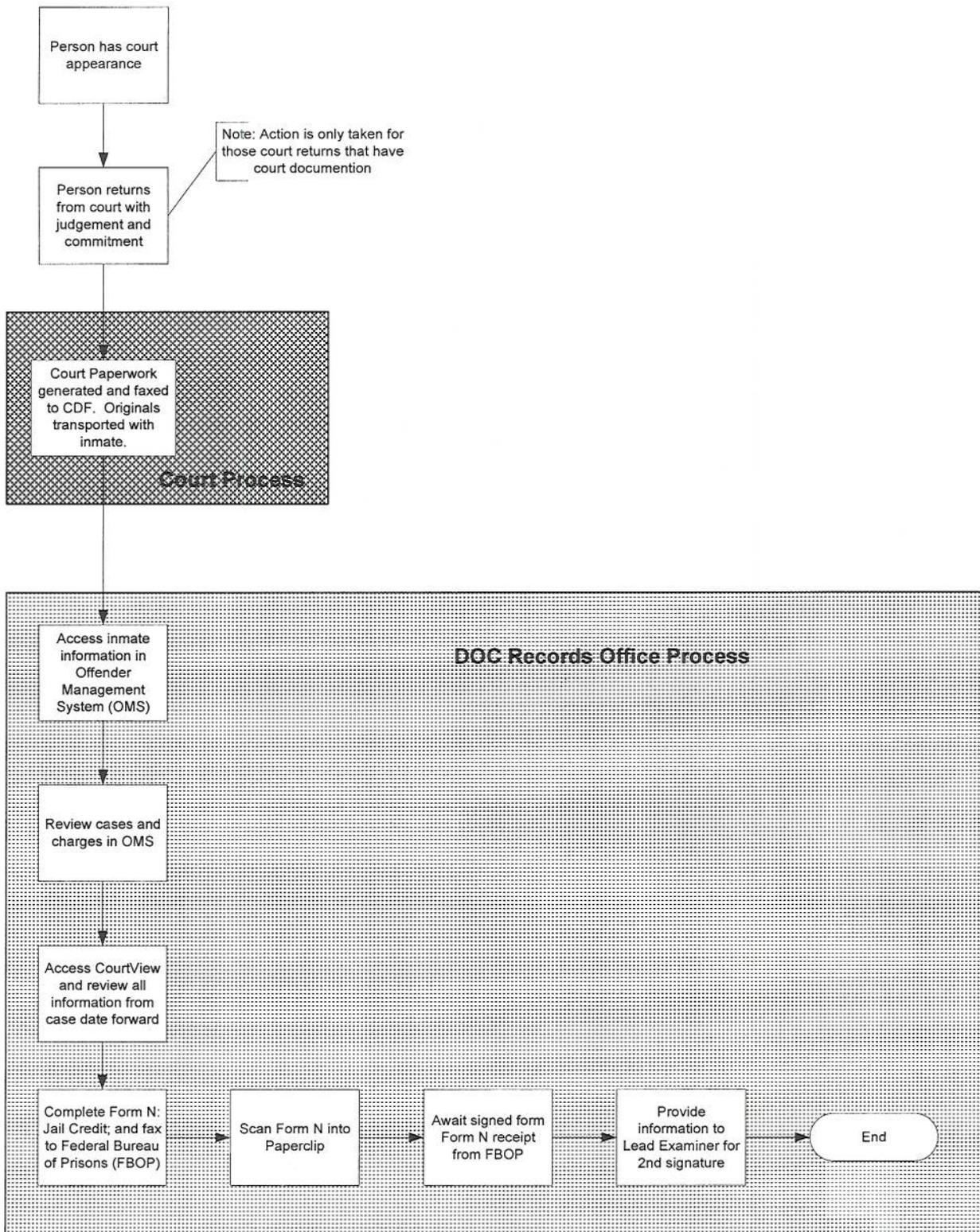
A.6 General Court Return Process Flow



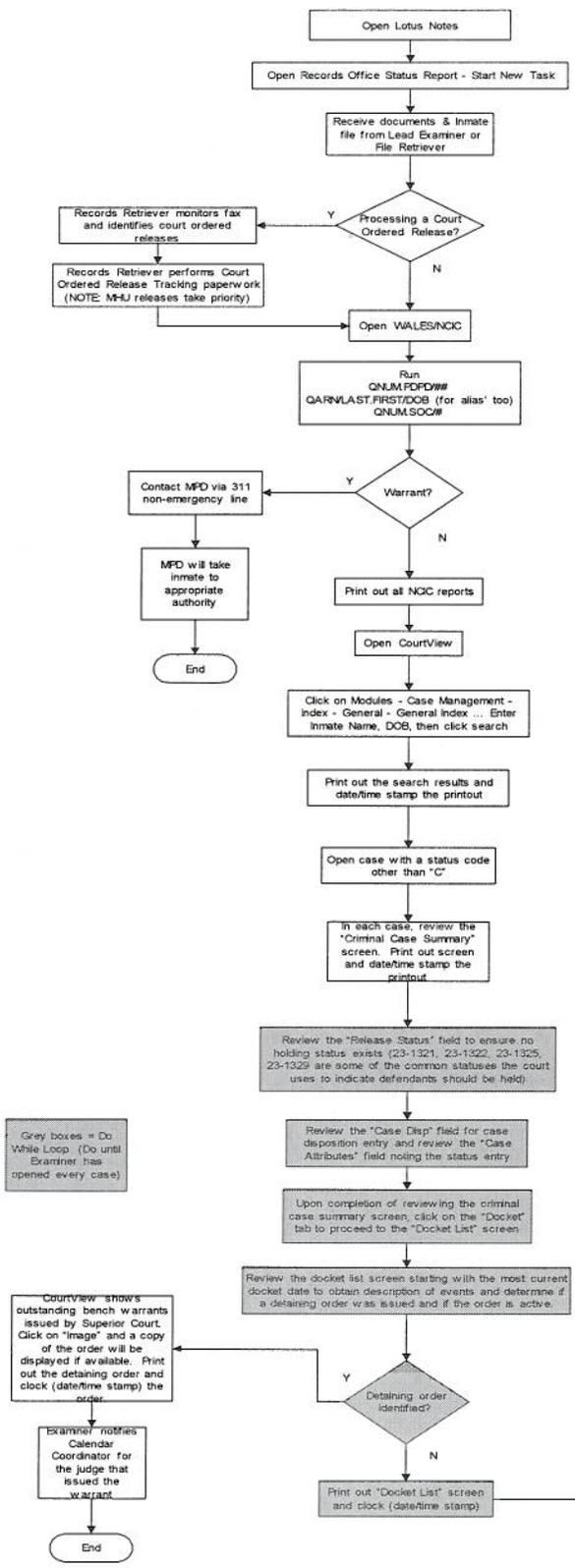
A.7 General Sentence Calculation Process Flow



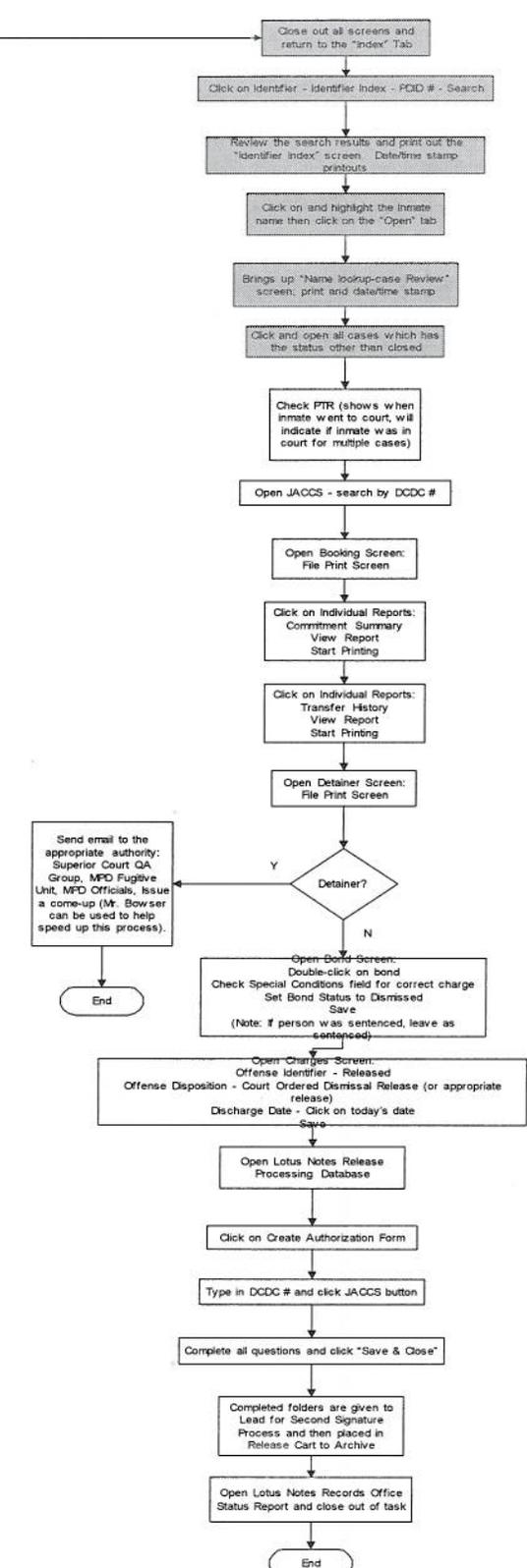
A.8 General Jail Credit Process Flow



A.9 General Release Process Flow



Grey boxes = Do While Loop (Do until Examiner has opened every case)



Grey boxes = Do While Loop (Do until Examiner has opened every case)