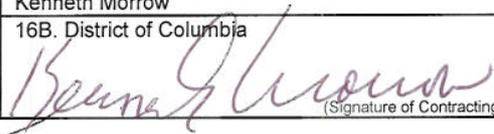


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number	Page of Pages	
				1	1
2. Amendment/Modification Number DCTO-2010-Q-0005-002	3. Effective Date October 19, 2009	4. Requisition/Purchase Request No.	5. Solicitation Caption Confidential Paper Document Conversion		
6. Issued by: Office of Contracting and Procurement Information Technology Group 441 4 th Street, N.W., Suite 700 South Washington, D.C. 20001		Code	7. Administered by (If other than line 6) Office of the Attorney General for the District of Columbia Office of the Chief Information Officer 441 4 th Street, N.W., Suite 1145 South Washington, D.C. 20001		
8. Name and Address of Contractor (No. street, city, county, state and zip code) TO ALL PROSPECTIVE RESPONDENTS		X	9A. Amendment of Solicitation No. DCTO-2010-Q-0005		
Code			9B. Dated (See Item 11) October 14, 2009		
Facility			10A. Modification of Contractor/Order No.		
			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 CONTRACTS/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 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.) RESPONSES TO QUESTIONS OF CLARIFICATION ARE SET FORTH IN ATTACHMENT I.					
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 		16C. Date Signed 10-19-09
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

1. Indexing, please describe what the established profile is (Previously Question #3 in Amendment No. 001)?

Response: The Bates number, date, author(s), recipient(s), and descriptions of documents.

2. Coding, how many fields and what are they (Previously Question #6 in Amendment No. 001)?

Response: Bates number, date, author(s), recipient(s), descriptions of documents, whether and what privilege was asserted regarding the documents, and then date it was produced.

3. How many scanners do you have for this job?

Response: Six (6) Fujitsu fi-5900 high speed scanners.

4. What type of scanners are they?

Response: Fijitsu.

5. How many scans per minute do these scanners do?

Response: 100 ppm.

6. Do you already have Concordance software on site?

Response: Yes.

7. Do you already have the laptops or PCs on site?

Response: Each scanning station consists of a scanner and network PC.

8. How many laptops or PCs do you have for this job?

Response: See above response.

9. What capture software do you presently have for this job?

Response: For this specific task, OAG will continue using the Clear View feature embedded in Acrobat 9.0 Professional.

10. How many capture stations do you have for this job?

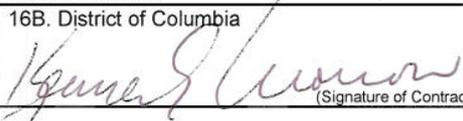
Response: See response to Question #1.

11. Are your PCs or laptops already configured to do the job?

Response: Yes.

12. Will all equipment and scan stations be utilized specifically for the job or will staff need access to equipment and scan stations?

Response: Some stations will be dedicated to this particular task.

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number	Page of Pages
			1	1
2. Amendment/Modification Number DCTO-2010-Q-0005-001	3. Effective Date October 16, 2009	4. Requisition/Purchase Request No.	5. Solicitation Caption Confidential Paper Document Conversion	
6. Issued by: Office of Contracting and Procurement Information Technology Group 441 4 th Street, N.W., Suite 700 South Washington, D.C. 20001		Code	7. Administered by (If other than line 6) Office of the Attorney General for the District of Columbia Office of the Chief Information Officer 441 4 th Street, N.W., Suite 1145 South Washington, D.C. 20001	
8. Name and Address of Contractor (No. street, city, county, state and zip code) TO ALL PROSPECTIVE RESPONDENTS		X	9A. Amendment of Solicitation No. DCTO-2010-Q-0005	
Code			9B. Dated (See Item 11) October 14, 2009	
Facility			10A. Modification of Contractor/Order No.	
			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 CONTRACTS/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.				
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D. Other (Specify type of modification and authority)				
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input 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.)				
1. THE DUE DATE AND TIME FOR SUBMISSION OF QUOTATIONS IS HEREBY EXTENDED TO 4:00PM, WEDNESDAY, OCTOBER 21, 2009. 2. RESPONSES TO QUESTIONS OF CLARIFICATION ARE SET FORTH IN ATTACHMENT I. NOTE: RESPONSES TO QUESTIONS #3 AND #6 WILL BE PROVIDED IN A SEPARATE AMENDMENT.				
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	16C. Date Signed	
(Signature of person authorized to sign)			10-16-09	
		(Signature of Contracting Officer)		

1. Does the OAG still plan to leverage the FileNet software procured last year as part of the OAG document management environment?

Response: Yes, OAG will install and integrate KoFax and FileNet into its document management environment.

2. OAG's in-house recovery tool is Concordance Image. What level of past performance is required for Concordance Image Software?

Response: A minimum of one year of recent and relevant experience supporting the Concordance application and providing functional assistance to users in a similar environment.

3. Indexing, please describe what the established profile is.

Response: TBD

4. Does this project require OCR?

Response: Yes.

5. Are the documents stapled/clipped or are they loose? If loose, do you require logical determination?

Response: Combination of stapled and clipped.

6. Coding, how many fields and what are they?

Response: TBD

7. Can we give you a breakdown of cost of each line item example (Scan_____, Code_____, Index_____, and Total_____)?

Response: Yes. Also, add a line item for Training. Ex. (Scan_____, Code_____, Index_____, Training_____, and Total_____)

8. In the Requirements, Section C.3, what does the word "keen" mean to this contract?

Response: In the Requirements, Section C.3 of the SOW, all references to the word "keen" are hereby replaced with the following: "minimum of one (1) year of experience".