


<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>			1. Contract Number	Page of Pages 1 4	
2. Amendment/Modification Number A01	3. Effective Date See Block 16C	4. Requisition/Purchase Request No.	5. Caption: See Block 14.		
6. Issued By: DISTRICT OF COLUMBIA PUBLIC LIBRARY Administrative Center, Office of Procurement 1990 K Street NW, Suite 500 Washington, DC 20006		Code	7. Administered By (If other than line 6)		
8. Name and Address of Contractor (No. Street, city, country, state and ZIP Code)			9A. Amendment of Solicitation No. DCPL-2017-R-0030		
			9B. Dated: 5/15/2017		
			10A. Modification of Contract/Order No.		
			10B. Dated (See Item 13)		
Code	Facility				
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input 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 <u>1</u> 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 ACKNOWLEDGEMENT 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 change 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)					
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 date, etc.) set forth in item 14, pursuant to the authority of					
C. This supplemental agreement is entered into pursuant to authority of:					
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 _____ copies to the issuing office.					
14. Description of amendment/modification					
Caption: <b>Electronic Procurement and Contracts Management Software Solution for the DC Public Library</b>					
The subject solicitation is hereby amended as follows:					
1. See pages 2 thru 4 for DCPL response to Offeror.					
2. Please see revised Attachment J2. Department of Labor Wage Determination No. 2015-4281, Revision No. 6 dated May 8, 2017.					
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 Diane Wooden		
15B. Name of Contractor		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)					6/13/17
			(Signature of Contracting Officer)		

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3. See the below responses to questions submitted by Offerors regarding the solicitation.

Q1. For this solicitation, will DCPL allow exemption to B.4 and B.5 requiring 35% SBE participation?

**A1. No. DCPL will not allow an exemption to Sections B.4 and B.5 requiring 35% SBE participation.**

Q2. For this solicitation, will DCPL allow exemption to H.1.1 requirements?

**A2. No. DCPL will not allow an exemption to the requirements of Section H.1.1.**

Q3. For this solicitation, will DCPL allow exemption to H.1.3 requirements?

**A3. No. DCPL will not allow an exemption to the requirements of Section H.1.3.**

Q4. For this solicitation, will DCPL allow exemption to H.9 if SBE participation is exempt?

**A4. No. DCPL will not allow an exemption to the requirements of Section H.9.**

Q5. On Page 3, in "SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST", B.2, it is stated that "The term of the contract will be for a period of one (1) year with an option to extend for four (4) additional one (1) year option periods."

In terms of determining total contract value for assessment of our compliance with subcontracting law, CBE and other requirements stated in SOLICITATION NO. DCPL-2017-R-0030, please confirm that the vendor need only consider the contract value for the period of one (1) year?

**A5. The Vendor should consider the proposed amount for the base and four option years. Please refer to Attachment J.10 (Form of Offer Letter).**

Q6. On Page 3, in "SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST", B.4, it is stated that "An Offeror responding to this solicitation must submit with its proposal, a notarized statement detailing any subcontracting plan required by law. Proposals responding to this RFP shall be deemed nonresponsive and shall be rejected if the Offeror fails to submit a subcontracting plan that is required by law. For contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted in accordance with Section H.9.1." with much more detail on related subcontracting requirements stated in section H.9 (starting on Page 25).

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Please confirm that if the contract value for the period of one (1) year is under \$250,000 neither the requirement to subcontract at least 35% of the contract nor to provide a subcontracting plan are applicable?

**A6. Correct. The 35% subcontracting requirement and subcontracting plan applies to proposals \$250,000 and above.**

Q7. On Page 3, in "SECTION B: CONTRACT TYPE, SUPPLIES OR SERVICES AND PRICE/COST", B.5, it is stated that "This RFP is being issued in the Open Market with a 35% SBE set-aside requirement in accordance with Paragraph H.9. Contractors that are certified by the District of Columbia, Department of Small and Local Business Development (DSLBD) will receive preference points during the evaluation process in accordance with Section M.5. The Contractor shall submit with the proposal, a copy of its CBE certification letter issued by DSLBD." Further along on Page 55, M.2.6, "PREFERENCE POINTS", it is stated that a "Total of 12 preferences points shall be awarded as stated in Section M.5."

Do these statements regarding the 12 available preference points only pertain if, following along from Q1 and Q2, the contract value for the contract term of one (1) year exceeds \$250,000? And, if so, how is scoring/weighting adjusted for vendor proposals with pricing quotes under the \$250,000 threshold?

**A7. No. The receipt of preference points has nothing to do with the proposed amount for the project. Contractors who are certified by the District of Columbia, Department of Small and Local Business Development (DSLBD), will receive preference points in accordance with Section M.5 regardless of the proposed amount.**

Q8. There are various statements throughout the RFP (F.3, G.3, H.1, etc.) regarding residency hiring requirements for contractors and subcontractors (at least 51%). For example, on Page 19, "H.1 RESIDENCY HIRING REQUIREMENTS FOR CONTRACTORS AND SUBCONTRACTORS", H.1.3, states that "The Contractor shall comply with subchapter III of Chapter II of Title 1, and subchapter II of Chapter II of Title 1 of the D.C. Code, and all successor acts thereto and the rules and regulations promulgated thereunder. The Contractor and all member firms, subcontractors, tier subcontractors, sub-consultants, and suppliers with contracts in the amount of \$100,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least 51% District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; (v) submit monthly compliance reports to DOES by the 10th of each month; (vi) at least 51% apprentices and trainees employed must be residents of the District registered in program approved by the D.C. Apprenticeship Council; and (vii) trade contractors and subcontractors with contracts in the amount of \$500,000 or more must register an apprenticeship program with the D.C. Apprenticeship Council."

Please confirm that these "at least 51% residency hiring" statements and requirements do not pertain if the contract term of one (1) year has a contract value under \$100,000?

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**A8. If the value of the contract is under \$100,000, then the 51% residency hiring requirement does not apply.**

Q9. On Page 55, M.2.4, the CBE Utilization Plan is indicated as being worth 0 - 5 points and it is stated that "DCPL desires the selected Contractor to provide the maximum level of participation for Local, Small and Disadvantaged Certified Business Enterprises (CBE) as well as employment opportunities for District of Columbia residents. Offerors shall submit a CBE Utilization Plan that describes current or demonstrated past CBE utilization experience and/or how this goal will be met." Following from the questions above, especially Q3, do CBE related requirements (e.g., certification letter, plan submission, etc.) and the 5 available points only pertain if the contract value for the contract term of one (1) year exceeds \$250,000? And, if so, how is scoring/weighting adjusted for vendor proposals with pricing quotes under the \$250,000 threshold?

**A9. If the value of the proposal is under \$250,000, the Offeror could elaborate on their previous CBE utilization experience and hiring of District residents on other contracts or perhaps describe the same experience if their proposal was \$250,000 and above. No response to the factor will result in a score of 0 for the factor.**

Q10. Regarding section C.1 Scope of Work, the DCPL describes that its procurement staff does 450 actions annually. Can you the DCPL describe in detail what actions are taken, especially what actions relate to procurement action and/or contract management actions.

**A10. The DCPL Office of Procurement performs procurement and contracting actions that fall into the following categories: The processing of small purchases (valued at \$10,000.00 and below and between \$10,001.00 and \$100,000.00), as well as form new (and manage existing) contracts valued at over \$100,000.00. In fiscal year 2016, the Office of Procurement 462 procurement and contracting actions, consisting of 127 small purchases at \$10,000.00 and under, 178 small purchases of between \$10,001.00 and \$100,000.00, and 157 contracts valued at over \$100,000.00.**

Q11. Will the DCPL consider additional capabilities of software beyond the requirements in its final evaluation? If so, will points be allocated for these additional capabilities?

**A11. DCPL will consider additional capabilities of software beyond the requirements in its final evaluation, but will only allocate points in accordance with the requirements outlined in Section M of the solicitation.**

4. All other terms and conditions remain the same.