

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number		Page of Pages		
					1 2		
2. Amendment/Modification Number 003		3. Effective Date See Box 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption Poplar Point Owner's Representative Services	
6. Issued by: Office of the Deputy Mayor for Planning and Economic Development Office of Contracts, Procurement and Grants 1015 Half Street, S.E., Suite 675 Washington, D.C. 20003			Code		7. Administered by (If other than line 6) Office of the Deputy Mayor for Planning and Economic Development Housing Policies and Programs 1350 Pennsylvania Avenue, N.W., Suite 317 Washington, DC 20004		
8. Name and Address of Contractor (No. street, city, county, state and zip code) TO ALL PROSPECTIVE OFFERERS Code Facility				9A. Amendment of Solicitation No. DCEB-2023-R-0003			
				X 9B. Dated (See Item 11) May 15, 2023			
				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 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) Paragraph 15, Changes, Standard Contract Provisions							
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.)							
ADDITIONAL PROSPECTIVE OFFEROR QUESTIONS OF CLARIFICATION AND THE DISTRICTS RESPONSES ARE SET FORTH BELOW:							
Question 1: Please clarify how DMPED expects offerors to organize their technical proposal (Section L.2). Section L.2.5 states that “Offerors are directed to the specific proposal evaluation criteria found in Section M of this solicitation, Evaluation Factors. The offeror shall respond to each factor in a way that will allow the District to evaluate the offeror’s response.” Are offerors to organize their technical proposal according to Sections 1-4 as stated in Sections L.2.6 – L.2.8, or are offerors to organize their technical proposal according to Evaluation Criteria M.3.1.1 – M.3.1.4?							
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 Jacque McDonald, DBA, MBA, MST, NIGP-CPP, CPPO, CPPB Director of Contracts, Procurement and Grants			
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed		16B. District of Columbia <i>Dr. Jacque McDonald</i> (Signature of Contracting Officer)		16C. Date Signed June 9, 2023	

CONTINUATION SHEET AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT	Solicitation Number	Page of Pages	
	DCEB-2023-R-0003	2	2

If offerors are to organize their technical proposal as Sections 1-4 as stated in Sections L.2.6 – L.2.8, are the Proposed Methodology (M.3.1.2) and Capacity and Management Approach (M.3.1.5) technical criteria to be described within the 8-page limit under Section 3 – Technical Approach (L.2.7)?

Response: Please see section L.2-Proposal Organization and Content

Question 2: Is it correct to assume that M.3.1.1 for Knowledge and Experience can be provided in Section L.2.6 and/or L.2.8?

Response: Yes.

Question 3: Will the selected consultant and all of their team members be excluded from participating in future development team RFP’s that may ultimately be issued for this project; or is it required that the selected consultant will remain on-board with the City as their representative for the life of the project?

Response: Upon completion of a task’s scope, the OR may propose to self-perform the activities. If not, or if DMPED proposes proceeding with the RFP process, the OR would be precluded from responding and completing the task. For any additional solicitations specific to the redevelopment of part or the whole site – the awardee, serving as the OR, will be precluded from responding as a team member on a subsequent DMPED solicitation for the development of Poplar Point. However, a subcontractor to the Prime will not be precluded from responding to future RFPs for Poplar Point.

Question 4: For the ‘Price Schedules’ provided on PDF pages 2-4, shall respondents use these exact forms (copied or recreated) to be filled-out, or will DMPED/Procurement provide an editable form file for these?

Response: Please use the form contained in the solicitation.

Question 5: For the Subcontracting plan that is required by section H.9.2 and the *Representations, Certifications and Acknowledgements*, can this be provided in an Appendix?

Response: Yes, as long as the subcontracting plan is submitted along with the offeror’s proposal.

Question 6: Please clarify if the District’s Past Performance Evaluation Form (Attachment J.11) is to be included with the offeror’s proposal, or sent directly from the evaluator to the Contracting Officer, Ms. Juva Hepburn.

Response: Please include past performance forms with the offeror’s proposal.

Question 7: In reference to Section L.2.8, Section 4 – Past Performance, please confirm if the offeror is to only provide a completed *Experience Questionnaire* (Attachment J.10). This form does not allow the offeror to provide a description/narrative of “expertise related to owner’s representative services and related services in similar projects” as stated in Evaluation Criteria M.3.1.1.1.

Response: Confirmed.

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