

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number		Page of Pages		
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2. Amendment/Modification Number 001		3. Effective Date See Box 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption North Capitol Crossroads Vision	
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)  DC Office of Planning 1100 4 <sup>th</sup> Street, S.W., Suite Washington, DC 20024		
8. Name and Address of Contractor (No. street, city, county, state and zip code)  TO ALL PROSPECTIVE OFFERERS				X	9A. Amendment of Solicitation No. DCBD-2023-R-0001		
Code					9B. Dated (See Item 11) December 2, 2022		
Facility					10A. Modification of Contractor/Order No.		
					10B. Dated (See Item 13)		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>							
<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)							
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTORS/ORDERS , IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>							
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							
<b>E. IMPORTANT</b> 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.)							
<p><b>PROSPECTIVE OFFEROR QUESTIONS OF CLARIFICATION AND THE DISTRICT'S RESPONSES ARE AS FOLLOWS:</b></p> <p><b>Q1 – Are you able to share the budget for this effort?</b></p> <p><b>R1 – It is the District's policy to not divulge the budget for competitive solicitations.</b></p> <p><b>Q2 – Do we need to get references to complete the Past Performance Evaluation Forms? If so, how many Past Performance Evaluation Forms are required?</b></p> <p><b>R2 – Yes, a minimum of three (3) completed Past Performance Evaluation forms shall be included in offerors' proposal submission. See Section L.3.4.2.</b></p>							
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  <b>12/30/22</b>	

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<p>Q3 – Should section 4: Past Performance on Similar Projects include just the J.10 Experience Questionnaire attachment, or should we provide project descriptions and images in this section?</p> <p><b>R3 – Offerors shall include project descriptions in J.10 Experience Questionnaire; images are optional.</b></p> <p>Q4 – Do you want resumes for key personnel in section 2: Qualifications of Key Personnel, or as attachments at the end of the document?</p> <p><b>R4 – Offerors shall include resumes for key personnel as attachments to their technical proposal.</b></p> <p>Q5 – Regarding page 49, L.6.1.3 - It is solely the offeror's responsibility to ensure that it begins the email submission process in sufficient time to get the attachments transmitted before the closing time. You may use Microsoft Edge, Mozilla Firefox (esr 17 or esr 24), Safari (4 or 5), Mobile Safari (6 or 7), or Google Chrome 26 to upload the attachments. <b>Q: Are we to upload our proposal to a portal in addition to emailing to Mr. Reid? If yes, please provide the portal link.</b></p> <p><b>R5 – Offerors shall submit their proposal submissions (Technical and Price) to Mr. Reid <u>only</u> via email to: <a href="mailto:lindel.reid@dc.gov">lindel.reid@dc.gov</a>.</b></p> <p>Q6 – Regarding Attachment J.4 "Department of Employment Services First Source Employment Agreement" and Attachment J.9 "First Source Initial Employment Plan (if contract is \$300,000 or more)." <b>Q: Please provide the necessary contract details: 1) Total Contract Amount, 2) Contract Address, 3) Contract Start and End Date, 4) Employer Start and End Date, and 5) Total Government Assisted Funded Amount and Date.</b></p> <p><b>R6 – The contract amount for the First Source forms is the offerors' proposed price. We anticipate the contract start date to be Mid-to-Late February 2023 with an end date of one year thereafter. Offerors may include the address listed in Section G.9.2 as the contract address.</b></p> <p>Q7 – Regarding L.3.4.1 - Offeror shall provide, with proposal, the completed Experience Questionnaire (Attachment J.10) listing all contracts (minimum three), including ongoing contracts, in which the Offeror has performed similar work in the past five (5) years. Work is similar, if the function, responsibilities, and duties of the Offeror are essentially the same as the required services described in Section C.5. <b>Q. Would the Office of Planning be amenable to modifying the requirement from five (5) years to ten (10) or more years, allowing teams to submit references for projects that were completed prior to 2018?</b></p> <p><b>R7 – Yes, offerors may include in its completed Experience Questionnaire similar work performed in the past ten (10) years.</b></p> <p>Q8 – Regarding Attachment J.11 "Past Performance Evaluation Form." <b>Q: If we have previously completed Past Performance Evaluation Forms from clients, can we include those in lieu of completing the Past Performance Evaluation Form (Attachment J.11)?</b></p> <p><b>R8 – Yes, however offerors must ensure that previously completed past performance evaluation forms include <u>all</u> the information that is requested in Attachment J.11.</b></p> <p>Q9 – Regarding L.21.2 - The offeror shall set forth in its proposal the names and reporting relationships of the key personnel the offeror will use to perform the work under the proposed contract. Their resumes shall be included. The hours that each will devote to the contract shall be provided in total and broken down by task. <b>Q: Are we to include the total hours per proposed team member by task on the organizational chart or should the breakdown be included as part of the Technical Approach / Staffing Plan or within the Price Proposal?</b></p> <p><b>R9 – Offerors may include, but is not required to include a detailed breakdown by tasks to support offerors' price proposal that requires line item pricing. See Section L.4 Price Proposal for submission details.</b></p>			

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**Q10 – Regarding the Standard Contract Provisions - July 2010. Q. If we have comments to this document, do we include those comments in the Technical Proposal under Tab 5 - Attachments?**

**R10 – Any comments/questions shall be submitted to Mr. Reid prior to proposal submission via email to [lindel.reid@dc.gov](mailto:lindel.reid@dc.gov) and received not more than five (5) days prior to the submission due date.**

**Q11 – Regarding Task 6 - Land Use Vision and Urban Design Opportunities Report. Q: Can you elaborate on your goals and expectations regarding the economic development strategy?**

**R11 – The study area includes a variety of institutions that are economic anchors. The institutions in, and adjacent to the study area include universities and other educational facilities, medical facilities, religious institutions and more. As the land use vision and urban design opportunities are developed, how might we build on the institutions’ contributions, and what are the opportunities for economic impact?**

**Q12 – Regarding C.5.5.1.3 The Contractor shall provide narration and edit the collected oral histories into a podcast series of three to four 30- to 40-minute episodes that meaningfully acknowledges the histories, injustice, innovations, and victories of participants’ experiences in the area, in addition to highlighting the participants’ vision of the area’s future. Q. Where will these podcasts be made available to the public? Does OP or a partner have an existing podcast program?**

**R12 – The podcasts will be made available to the public. There is no existing OP podcast program. OP will be responsible for the distribution and hosting of the podcast.**

**Q13 – The RFP mentions respondents needing to be familiar with the demographics of the area, but it doesn’t specify a demographic analysis task, rather refers to existing plans/studies. Do you know of any existing studies/plans that would have an up-to-date assessment of the demographics for the study area? Would that be the Rock Creek East Area Element? I’m just trying to determine if this is something to include in our scope, or if I can rely on something existing.**

**R13 – An up-to-date assessment of the demographics for the study area itself has not been completed. The maps in the RFP show the boundaries of the Comp Plan Area Elements as well as census tracts that overlap or connect with the North Capitol Vision study area since the study area doesn’t fit neatly within one Area Element geography.**

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