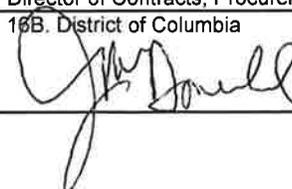


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number		Page of Pages		
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2. Amendment/Modification Number 001		3. Effective Date See Box 16C		4. Requisition/Purchase Request No.		5. Solicitation Caption Career Pathways Community of Practice	
6. Issued by: Code				7. Administered by (If other than line 6)			
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				Workforce Investment Council (WIC) 2235 Shannon Place, S.E., Suite 3031 Washington, D.C. 20019			
8. Name and Address of Contractor (No. street, city, county, state and zip code) TO ALL PROSPECTIVE RESPONDENTS Code Facility				9A. Amendment of Solicitation No. DCEB-2016-Q-1001			
				X 9B. Dated (See Item 11) July 5, 2016			
				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 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 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.)							
PROSPECTIVE RESPONDENT QUESTIONS OF CLARIFICATION AND THE DISTRICT'S RESPONSES ARE SET FORTH BELOW:							
Question #1: On page 3 of the RFQ, the WIC states that "an amendment to the Fiscal Year 2016 Budget Support Act allotted \$500,000 to the WIC for technical assistance to prepare for the issuance of these grants" and that "In-line with Career Pathways Task Force recommendations, the WIC plans to allocate a portion of these fiscal year 2016 funds on training, professional development, technical assistance, and research for adult education and workforce providers in the District." Our interpretation is that a portion of the \$500,000 will be used to procure the technical assistance provider for the Community of Practice. Can the WIC confirm this and provide any information about expected level of effort/budget for the technical assistance provider that will be procured following the release of the RFP associated with this RFQ?							
Response: The entire \$500,000 allotted in the Innovation Fund will not be awarded through the RFP.							
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, CPPO, CPPB, SPSM, MBA, MST Director of Contracts, Procurement and Grants			
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)						7-19-16	

CONTINUATION SHEET AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT	Solicitation Number	Page of Pages	
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Question #2: Is a budget expected in this response? Is there a general budget range allocated for the first year of this scope of work?

Response: A budget is not expected in this response. A projected general budget range of \$250,000 - \$400,000 is allocated for the first year of this scope of work, with the exact amount dependent on the final scope of work

Question #3: Does the review committee expect a potential work plan to be submitted by the respondent given a formal work plan with deliverables and timelines are to be developed in "coordination with WIC staff" as per the Scope of Work?

Response: Yes, although we recognize this will not be the final plan.

Question #4: Will the selected vendor be expected to identify members of the Community of Practice or will that be the responsibility of the WIC and DMPED?

Response: The selected vendor will be responsible for advertising, recruitment, and signing up participants. The WIC will assist with this process such as providing contact information for relevant organizations and doing outreach with our partners.

Question #5: Will the selected vendor have access to Labor Market Information licenses utilized by the WIC or DMPED such as EMSI or Burning Glass data to support the Sector Strategies analysis?

Response: We do not anticipate being able to provide access to that type of software (EMSI/Burning Glass). While we can provide the contractor with some labor market information available through the District, it is anticipated that the contractor will have the capacity to conduct significant analyses on their own with minimal support from the District.

Question #6: How many convenings or Community of Practice events does the WIC and DMPED expect to occur within the first year? Monthly, bi-monthly, quarterly, etc.?

Response: Eight to twelve, depending on the amount of convenings or events that are in-person versus web-based, taking place monthly to bimonthly; the respondent is welcome to submit a plan that summarizes their approach to implementing the most effective community of practice.

Question #7: The RFQ does not request a budget or proposed fee. Can you confirm that we should not include these items?

Response: Correct, these items are not required.

Question #8: Is there a page limit for the response?

Response: No.

Question #9: What is the process to select and contract with a vendor after "one or more" firms have been pre-qualified? Will there be a second RFP process?

Response: There will be an RFP process.

Question #10: Are you considering using more than one firm to complete the work?

Response: More than one firm may be considered if one firm is not qualified to implement the totality of the Community of Practice.

Question #11: In Section 3. Scope of Work, one training topic is the DC Economy and Sector Strategies (4i). Has the data analysis and research already been conducted or will the selected vendor complete the data work, as well? Additionally, have target industries already been selected? If so, what process was used to select them?

Response: The District has completed some sector analyses, this information can be found in the District's WIOA State Plan along with target industries and a list of high-demand occupations by sector: <http://dcworks.dc.gov/node/1154057>. The selected vendor will be responsible for doing further research and analyses to inform the Community of Practice.

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<p>Question #12: Will the contract include developing/creating the community of practice virtual site? Would the contractor be responsible for posting materials to the site or responsible for any technical details related to its development or maintenance?</p> <p>Response: Building the virtual site is not a requirement of the resultant contract; the WIC is examining different methods to carry out this portion of the community of practice and may collaborate with the contractor on optimal ways to do this. The contractor will be responsible for posting to the site, if one is developed, but would not be responsible for its development.</p> <p>Question #13: When will Q&A responses be available and how will they be distributed?</p> <p>Response: Responses via an amendment, will be sent directly to firms on the District's bidders list, and will also be available on the DMPED and OCP websites.</p>			