

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Solicitation Number DCKA-2024-TR-0012	Page of Pages 1   3
2. Amendment/Modification Number  Amendment No. 2	3. Effective Date  See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption  Curbside Revenue Program Management	
6. Issued by: District Department of Transportation Office of Contracting and Procurement 250 M Street, SE, 7 <sup>th</sup> Floor Washington, DC 20003		Code	7. Administered by (If other than line 6)	
8. Name and Address of Contractor (No. street, city, county, state and zip code)  TO ALL PROSPECTIVE OFFERORS		X	9A. Amendment of Solicitation No. DCKA-2024-TR-0012	
Code			9B. Dated (See Item 11) December 8, 2023	
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 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 <u>1</u> copies 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): 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 27 DCMR, Chapter 36, Section 3601.2.				
C. This supplemental agreement is entered into pursuant to authority of:				
<input type="checkbox"/> 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 type="checkbox"/> is required to sign this document and return <u>    </u> copy to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  The purpose of this amendment is to:  1. REPLACE the 2 <sup>nd</sup> bullet under § 10.1 with: "Submissions are due on or before 2:00 PM EST on 1/19/2024";  2. MODIFY the Section 6 Key Personnel table as follows:				
<b>Key Personnel Title</b>	<b>Key Personnel Responsibilities</b>	<b>Key Personnel Minimum Qualifications</b>		
Program Manager	The Program Manager shall oversee management and delivery of all contract tasks. He or she is responsible for ensuring appropriate resources are assigned to each task; the completion of all administrative functions; adherence to all contract terms, management plans,	Bachelor's degree; 5 years of experience in program management; 5 years of technical experience in curbside management, urban planning, finance and contract administration, or a related field; demonstration of experience in managing projects and programs with budgets over		

	and SOPs; and overall contract performance.	\$10M; PMP preferred but may describe experience in lieu of certification.
Project Manager	The Project Manager shall oversee management and delivery of all contract tasks. The Project Manager will be responsible for scheduling, scoping, and assigning staff to all projects. The Project Manager will serve as the primary contact point for the District on all projects and ensure staff meet contract and performance requirements.	Bachelor's degree; 3-5 years of experience in project management; 2 years of specialized experience with asset management or revenue collection programs or projects; PMP preferred but may describe experience in lieu of certification. The District estimates the Project Manager role to be a full-time position.
Technical Advisor	The Technical Advisor will be available to advise on technical and strategic issues, review deliverables for technical accuracy, and train Consultant staff about curbside management.	Bachelor's degree; 3 years of specialized experience related to curbside management or transportation asset management. The District estimates that this advisory role will amount to approximately 5-10% of the Advisor's time.

3. REPLACE all references to "Error! Reference source not found" with "Table 1: DDOT Curbside Revenue Contract located in § 7.2.1.4"; and

4. UPDATE the questions and answers to include the following:

Question 2: What does this text refer to "Error! Reference source not found" on pages 7-13 of the solicitation pdf document?

Answer 2: See item 3 above

Question 3: Are the Program Manager and Project Manager intended to be full-time positions? If not, what is the level of engagement for each position?

Answer 3: The Program Manager Key Personnel requirement has been removed from the solicitation (See Item 2 above). The Project Manager will oversee all contract tasks and is intended to be a full-time position.

Question 4: Are there other non-key personnel positions anticipated?

Answer 4: Not required, but offerors may propose additional non-key personnel to meet the requirement.

Question 5: What is the estimated value of this contract? (We are also asking this question per Item 5, Sub Item 7 [page 4 of pdf solicitation document] because CBE subcontracting requirements are different if the contract is \$1 million or less)

Answer 5: This task order is not subject to bid preference points (See DC Code § 2-356.04) and is not being solicited under a set-aside program. Therefore, § 5 Item 7 does not apply.

Question 6: Does the RFQ scoring include DSLBD preference points?

Answer 6: No, see answer 5 above.

Question 7: Can we include SF330 Part E resumes for essential staff positions in addition to the 3 key personnel positions (listed on page 5 of the RFQ solicitation)?

Answer 7: Yes, offerors may choose how to allocate information within the SF330 subject to the 50 page limitation.

15A. Name and Title of Signer (Type or print)		16A. Name of Contracting Officer	
		Benita Scott	
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed
(Signature)		Benita F. Scott Digitally signed by Benita F. Scott Date: 2023.12.28 09:00:16 -05'00' (Signature of Contracting Officer)	