AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Contract Number	Page of Pages	
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2. Amendment/Modification Number	3. Effective Date	4. Requisition/Purchase Request No.	5. Solicitation Caption
A01	10/27/22		Work Order Management System

6. Issued by: Code

Office of the Attorney General
Support Services Division/
400 6th Street, NW
Washington, DC 200001

7. Administered by (If other than line 6)

8. Name and Address of Contractor (No. street, city, county, state and zip code)	X	9A. Amendment of Solicitation DCCB-2023-I-0013
		9B. Dated (See Item 11) 10/12/22
		10A. Modification of Contract Order No.
Code Facility		10B. Dated (See Item 13)

11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

☒ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended. ☒ 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 _____1_____ 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)

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): 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:
	D. Other (Specify type of modification and authority)

E. IMPORTANT: Contractor ☐ is not ☐ is required to sign this document and return _1_ copies 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 provide responses to questions submitted by potential respondents.

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
	Gena Johnson

15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed
(Signature)		(Signature of Contracting Officer)	

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Q1.   Is there a need to migrate master data from the legacy system? If yes, what is the size and count of the data that needs to be migrated?

   A1.   The data that needs to be migrated will be determined after a decision is made whether or not to replace the current system.

Q2.   If this effort involves data migration, how many custom objects needs to be migrated?

   A2.   See response to Q1 above.

Q3.   Will a temporary access/demo access be provided to the legacy system?

   A3.   This is to be determined.

Q4.   Are there any specific challenges being experienced by the exisitng system that the agency is looking to overcome?

   A4.   The main challenge is forms integration. There is a current solution which appears to be working but we are interested in what other systems may have to offer regarding integration of forms.

Q5.   The RFI references 800 users. Is this the total number of employees? If not, how many employees and contractors work for the office of the Attorney General?

   A5.   That is the total number of employees.

Q6.   Do you already have a solution in place that you are looking to replace? If so, what are the pain points with the existing solution?

   A6.   We are currently using OfficeSpace.

Q7.   Is there an incumbent in place providing similar services or solution that "customer" is looking to replace?

   A7.   See response to Q6 above.

Q8.   Is the ask for an on-prem or Software-as-a-Service (SaaS) solution?

   A8.   SaaS

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Q9.   Does the work need to be performed onsite or can it be performed remotely from onshore locations?

   A9.   It is anticipated that work will be done remotely. Please let us know if you anticipate that any of the work will be done onsite and during which phase of the implementation process.

Q10.   Is there a budget earmarked for this effort?

   A10.   We will develop a budget estimate based on the responses we receive.

Q11.   Can work be performed and supported from locations outside the United States as well?

   A11.   We are ideally looking for a company headquartered in the US or has a physical presence in the US. For the purposes of this market research, the respondent should indicate where they are located.

Q12.   When is the project intended to be awarded and what is the potential start date?

   A12.   That is to be determined. We are just doing market research currently.

Q13.   By when would the project need to be completed?

   A13.   See response to Q12 above.

Q14.   Is there a need for continued long term application support post Go live?

   A14.   There would be a need to customer technical support.