



**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH
CONTRACTS AND PROCUREMENT SERVICES**

August 20, 2015

REQUEST FOR QUOTATION AMENDMENT NUMBER ONE (1) FOR:

**SOLICITATION NUMBER RM-15-RFQ-161-BY4-MTD
GRANT SUPPORT SERVICES – INDEPENDENT TECHNICAL REVIEWERS**

TO ALL PROSPECTIVE BIDDERS:

**THE CLOSING DATE AND QUESTION SUBMISSION DEADLINE HAS BEEN
EXTENDED AS FOLLOWS:**

**THE NEW CLOSING DATE AND TIME SHALL BE MONDAY, AUGUST 31, 2015 AT
2:00 PM EST.**

**THE NEW DEADLINE FOR SUBMITTING ANY AND ALL QUESTIONS
PERTAINING TO THIS SOLICITATION SHALL BE WEDNESDAY, AUGUST 26,
2015 AT 5:00PM**

Question No.	RFQ Section	Question
1	Section B	Schedule B Pricing Schedule may not be feasible for multiple Request for Application (RFA) Independent Reviews in a year
The Original Solicitation "Section B: Pricing Schedule Subsections 5.1 through 5.5" is hereby deleted in its entirety and replaced with REVISED Section B attached to this Amendment #1. (Attachment A)		
2	Section B	There is no direct cost Contract Line Item Number (CLIN)
This Solicitation is a Request for Quotation (RFQ) and not a Request for Proposal (RFP). DBH has determined that a "Direct Cost" CLIN for Prospective Bidders is not applicable for this procurement.		
3	Section C.3.2	
The Original Solicitation Sections "C.3 Scope of Work – Specific Requirements subsection C.3.2" is hereby deleted in its entirety and replaced with following: Contractor shall recruit and hire, with DBH approval, a minimum of Three (3) external Technical Reviewers to review applications per each RFA. The maximum number DBH shall request is three (3) Technical Reviewers.		

ALL OTHER TERMS AND CONDITIONS OF THE REQUEST FOR QUOTE REMAIN UNCHANGED.

Only one copy of this amendment is being sent to prospective Bidders. Bidders shall sign below and attach a signed copy of this amendment to each quote to be submitted to the place specified for receipt of Bids. Bids shall be mailed or delivered in accordance with the instructions provided in the original RFQ. In the event your quote has been previously deposited with the Department of Behavioral Health, Contracts and Procurement Services (DBH/CPS), submit this signed Amendment in a sealed envelope, identified on the outside by the RFQ number and submission date or sent electronically to Margaret.Desper@dc.gov. This signed Amendment must be included with your submission in response to this RFQ.

Failure to acknowledge receipt of Amendment One (1) for Solicitation Number **RM-15-RFQ-161-BY4-MTD** may be cause for rejection of any quote submitted in response to the subject RFQ.

Signed:



Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the Bid for Solicitation Number **RM-15-RFQ-161-BY4-MTD**.

Signature of Authorized Representative

Date

Title of Authorized Representative

Print or Type Name of Offeror

ATTACHMENT A

SCHEDULE B – PRICING SCHEDULE

B.5.1 BASE YEAR PRICING –

Contract Line Item Number (CLIN)	SERVICES/GOODS	Maximum Quantity	Unit	Unit Price	Extended Price
	DBH has a need for an experienced Contractor to provide Independent Technical Reviewer services for Agency Grant Program Activities described in Section C.				
	Description of Services				
001	Independent Panel Reviewer #1 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
002	Independent Panel Reviewer #2 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
003	Independent Panel Reviewer #3 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
004	Chairperson Services per Each Application Reviewed in response to DBH issued Request for Application (RFA). Chairperson also provides oversight of Panel Reviewer Activities and act as the Liaison between DBH for the transfer of final documents, reports and data	70	EACH Per Application	\$	\$
005	Administrative Fee Fee Ceiling Amount Shall Not Exceed 17.50 percent (%) of the value of payments released to Review Panel Members per Agency Released RFA			% _____	
	TOTAL CONTRACT AMOUNT BASE YEAR			\$ _____	

Signature of Authorized Personnel

Print Name of Business/Organization

Date

Print Name of Authorized Personnel

Title

SCHEDULE B – PRICING SCHEDULE

B.5.2 OPTION YEAR ONE (1) PRICING –

Contract Line Item Number (CLIN)	SERVICES/GOODS	Maximum Quantity	Unit	Unit Price	Extended Price
	DBH has a need for an experienced Contractor to provide Independent Technical Reviewer services for Agency Grant Program Activities described in Section C.				
	Description of Services				
1001	Independent Panel Reviewer #1 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
1002	Independent Panel Reviewer #2 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
1003	Independent Panel Reviewer #3 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
1004	Chairperson Services per Each Application Reviewed in response to DBH issued Request for Application (RFA). Chairperson also provides oversight of Panel Reviewer Activities and act as the Liaison between DBH for the transfer of final documents, reports and data	70	EACH Per Application	\$	\$
1005	Administrative Fee Fee Ceiling Amount Shall Not Exceed 17.50 percent (%) of the value of payments released to Review Panel Members per Agency Released RFA			% _____	
TOTAL CONTRACT AMOUNT OPTION YEAR ONE (1)				\$	_____

Signature of Authorized Personnel

Print Name of Business/Organization

Date

Print Name of Authorized Personnel

Title

B.5.3 OPTION YEAR TWO (2) PRICING –

Contract Line Item Number (CLIN)	SERVICES/GOODS	Maximum Quantity	Unit	Unit Price	Extended Price
	DBH has a need for an experienced Contractor to provide Independent Technical Reviewer services for Agency Grant Program Activities described in Section C.				
	Description of Services				
2001	Independent Panel Reviewer #1 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
2002	Independent Panel Reviewer #2 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
2003	Independent Panel Reviewer #3 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
2004	Chairperson Services per Each Application Reviewed in response to DBH issued Request for Application (RFA). Chairperson also provides oversight of Panel Reviewer Activities and act as the Liaison between DBH for the transfer of final documents, reports and data	70	EACH Per Application	\$	\$
2005	Administrative Fee Fee Ceiling Amount Shall Not Exceed 17.50 percent (%) of the value of payments released to Review Panel Members per Agency Released RFA			_____ %	
TOTAL CONTRACT AMOUNT OPTION YEAR TWO (2)				\$	_____

Signature of Authorized Personnel

Print Name of Business/Organization

Date

Print Name of Authorized Personnel

Title

B.5.4 OPTION YEAR THREE (3) PRICING –

Contract Line Item Number (CLIN)	SERVICES/GOODS	Maximum Quantity	Unit	Unit Price	Extended Price
	DBH has a need for an experienced Contractor to provide Independent Technical Reviewer services for Agency Grant Program Activities described in Section C.				
	Description of Services				
3001	Independent Panel Reviewer #1 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
3002	Independent Panel Reviewer #2 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
3003	Independent Panel Reviewer #3 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
3004	Chairperson Services per Each Application Reviewed in response to DBH issued Request for Application (RFA). Chairperson also provides oversight of Panel Reviewer Activities and act as the Liaison between DBH for the transfer of final documents, reports and data	70	EACH Per Application	\$	\$
3005	Administrative Fee Fee Ceiling Amount Shall Not Exceed 17.50 percent (%) of the value of payments released to Review Panel Members per Agency Released RFA			_____ %	
TOTAL CONTRACT AMOUNT OPTION YEAR THREE (3)				\$	_____

Signature of Authorized Personnel

Print Name of Business/Organization

Date

Print Name of Authorized Personnel

Title

B.5.5 OPTION YEAR FOUR (4) PRICING –

Contract Line Item Number (CLIN)	SERVICES/GOODS	Maximum Quantity	Unit	Unit Price	Extended Price
	DBH has a need for an experienced Contractor to provide Independent Technical Reviewer services for Agency Grant Program Activities described in Section C.				
	Description of Services				
4001	Independent Panel Reviewer #1 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
4002	Independent Panel Reviewer #2 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
4003	Independent Panel Reviewer #3 Services per Each Application Reviewed in response to DBH issued Request for Application (RFA)	70	EACH Per Application	\$	\$
4004	Chairperson Services per Each Application Reviewed in response to DBH issued Request for Application (RFA). Chairperson also provides oversight of Panel Reviewer Activities and act as the Liaison between DBH for the transfer of final documents, reports and data	70	EACH Per Application	\$	\$
4005	Administrative Fee Fee Ceiling Amount Shall Not Exceed 17.50 percent (%) of the value of payments released to Review Panel Members per Agency Released RFA			_____ %	
TOTAL CONTRACT AMOUNT OPTION YEAR FOUR (4)				\$	_____

Signature of Authorized Personnel

Print Name of Business/Organization

Date

Print Name of Authorized Personnel

Title