



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

December 20, 2012

**FAMILY AND YOUTH ENGAGEMENT
AMENDMENT NUMBER 1
RM-13-RFP-066-BY4-VM**

TO ALL PROSPECTIVE OFFERORS:

THE CLOSING DATE AND TIME FOR THIS RFP IS JANUARY 23, 2013 AT 2:00 P.M.

Question No.	RFP Section	Question
N/A	B.3.1 – Service/Description	N/A
<p>DELETE: Bold Type: The Incentive Price has already been determined and cannot be in the form of money but rather in the form of gift cards or transportation cards.</p> <p>REPLACE: Bold Type: The Incentive Price has already been determined and shall be in the form of motivating tokens of appreciation. The Value cannot exceed \$20.00. The Contractor MUST keep a record of who these motivating tokens of appreciation have been given to by way of obtaining signatures and dates of each transaction.</p>		
Question No.	RFP Section	Question
N/A	F.2.1-Option To Extend The Term Of The Contract	N/A
<p>DELETE: The District may extend the term of this Contract for a period of four years, one-year option periods, or successive fractions thereof, by written notice of its intent to extend at least thirty (30) days before the Contract expires.</p> <p>REPLACE: The District may extend the term of this Contract for a period of three years, one-year option periods, or successive fractions thereof, by written notice of its intent to extend at least thirty (30) days before the Contract expires.</p>		

Question No.	RFP Section	Question
N/A	F.2.4	N/A
<p>DELETE: The total duration of this Contract, including the exercise of any options under this clause, shall not exceed a period of five (5) years.</p> <p>REPLACE: The total duration of this Contract, including the exercise of any Option Years under this clause, shall not exceed a period of four years.</p>		
Question No.	RFP Section	Question
N/A	G.2.1 - Invoice Submittal	N/A
<p>DELETE: Section in its entirety.</p> <p>REPLACE: The Contractor shall submit, on a monthly basis, an original and three copies of each invoice to the Department of Mental Health, Accounts Payable Office at 64 New York Ave., N.E., 4th Floor Washington, DC 20002 or e-mail to dmh.ap@dc.gov. One copy of the invoice shall be sent to the Contracting Officer's Technical Representative (COTR). The invoices shall include Contractor's name and address, invoice date, Contract number, Contract Line Items Numbers (CLINS), description of the services, quantity, unit price and extended prices, terms of any prompt payment discounts offered, name and address of the official to whom payment is to be sent and the name, title and phone number of the person to be notified in the event of a defective invoice. Payment shall be made within Thirty (30) days after the COTR receives a proper and certified invoice from Contractor, unless a discount for prompt payment is offered and payment is made with the discount periods. Please note that the invoice shall match the itemized lines (CLIN Lines) of the Purchase Order as written up to but not exceeding the maximum of each line. Any invoices deemed improper for payment shall be returned, UNPAID and shall be resubmitted as indicated in this clause.</p>		
Question No.	RFP Section	Question
N/A	I.13.2 Order of Precedence, Number 1	N/A
<p>DELETE: In its entirety.</p> <p>REPLACE: Settlement Agreement dated September 8, 2011 in Dixon, et al. v. Gray, et al., ca 74-285 (TFH) (Dixon Settlement Agreement) (Double click on link) (22 Pages) http://www.dmh.dc.gov/dmh/frames.asp?doc=/dmh/lib/dmh/pdf/DixonSettlementAgreement/SettlementAgreement.pdf.</p>		

Amendment No. 1
RFP RM-13-RFP-066-BY4-VM
Family and Youth Engagement

NO QUESTIONS SHALL BE ACCEPTED AS THEY RELATE TO THIS RFP WITHIN FIVE (5) DAYS OF RFP CLOSING.

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

Only one copy of this Amendment is being sent to prospective Offerors. Offerors shall sign below and attach a signed copy of this Amendment to each proposal to be submitted to the place specified for receipt of proposals. Proposals shall be mailed or delivered in accordance with the instructions provided in the original RFP. In the event your proposal has been previously deposited with the Department of Mental Health, Contracts and Procurement Administration (DMH/CPS), submit this signed Amendment in a sealed envelope, identified on the outside by the RFP number and submission date. This signed Amendment must be received by the DMH/CPS no later than the date and time for closing.

Failure to acknowledge receipt of Amendment Number One (1) for Solicitation Number **RM-13-RFP-066-BY4-VM** may be cause for rejection of any bid submitted in response to the subject RFP.

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 Offer for Solicitation Number **RM-13-RFP-066-BY4-VM**.

Signature of Authorized Representative

Date

Title of Authorized Representative

Print or Type Name of Offeror