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Geoffrey A. Mack  
Acting Administrative Officer

### AMENDMENT NO. 03 (A03)

**A03 ISSUE DATE:** May 23, 2023  
**TO:** ALL PROSPECTIVE OFFERORS  
**IN REGARD TO:** RFP# DCSC-23-GSA-97  
OMB Circular A-123 Services  
**RFP CLOSE DATE:** Thursday, June 1, 2023 by 2:00p EST

The above-mentioned solicitation is hereby amended as follows:

1. The close/submission date has been extended from Tuesday, 05/30/2023 to Thursday, 06/01/2023 by 2:00p EST
2. **PLEASE NOTE:** All proposal submissions **MUST** be submitted via email to Katrina J. Cypress at [katrina.cypress@dccsystem.gov](mailto:katrina.cypress@dccsystem.gov) and Grace Alao at [grace.alao@dccsystem.gov](mailto:grace.alao@dccsystem.gov)
3. See the attached Questions & Answers (Q&A) document
4. See the attached Criminal History Background Request Form (Please Note: This form is for review purposes ONLY)

**\*\*ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

This amendment will be sent to only those offerors who received a copy of the solicitation. This amendment will also be posted on the District of Columbia Courts website. Offerors shall sign below and attach a signed copy of this amendment to each offer to be submitted to the Courts in response to the above-mentioned solicitation. Offers shall be emailed in accordance with the instructions provided in the original solicitation documents. This amendment, together with your offer must be received by the District of Columbia Courts no later than the date and time specified for offer submission. Revisions or price changes occasioned by this amendment must be received by the Courts no later than the date and time set for offer submission. Failure to acknowledge receipt of this amendment may be cause for rejection of any offer(s) submitted in response to the above-mentioned solicitation.

Darlene D. Reynolds  
Darlene D. Reynolds, Contracting Officer

**This amendment is acknowledged and is considered a part of the above-mentioned solicitation.**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Title of Authorized Representative

\_\_\_\_\_  
Name of Firm

**Q1:**

Do you currently have an incumbent for this task? If so, could you please provide the name of the incumbent?

**A1:**

**This is a new requirement, with no current incumbent.**

**Q2:**

Should the completed Attachment J.8 Past Performance Evaluation Form be sent directly to the Contracting Officer (CO) by the customer, or do we need to collect it and submit it with our proposal?

**A2:**

**Attachment J.8-Past Performance Evaluation Forms must be submitted with the proposal package.**

**Q3:**

How will the periodic status meetings mentioned in section C.3.4.2.3 be conducted (in-person or virtually)?

**A3:**

**Per the solicitation clause: Status meetings will be performed virtually, until further notice.**

**Q4:**

What are the specific financial business processes mentioned in section C.3.3.1a that will be evaluated for their internal controls?

**A4:**

Activity	Division Area Activity is performed	Identified Controls
Procurement	Administrative Services Division	11
Accounts Payable	Budget & Finance Division	15
Budget Management 4 <sup>th</sup> Qtr. prior FY	Budget & Finance Division	16
General Ledger Management	Budget & Finance Division	2
Financial Reporting	Budget & Finance Division	19
Payroll	Human Resources and Budget & Finance Division	8
Crime Victims Compensation Program	Crime Victims Compensation Program – a grant sponsored program	25

**Q5:**

Which areas listed in section C.3.2 will undergo a review and testing of business process control procedures?

**A5:**

**See/Refer to A4.**

**Q6:**

Can you provide more information about the information systems mentioned in section C.3.2 that are utilized by the respective areas?

**A6:**

**Information technology controls subject to testing are limited to Authorization and access controls. The scope of Information Technology platforms is limited to those platforms identified in this proposal. Otherwise, Information Technology General Controls and the environment in which they reside are not being tested in this review.**

**Oracle Federal Financial; Federal Personnel and Payroll System; and Cherwell systems are third (3<sup>rd</sup>) party systems in which DC Courts is a client. These systems are subject to an independent SSAE – 18 Review. The claims Assistant software is an internal system used to maintain claimant data and files pertaining to the Crimes Victim Program claims. The MIP system is a database system used to house data for expediency of review and is not the system of record.**

No.	Section	Question	Answer
7.	<b>General</b>	Please describe the substantive changes from the prior RFP, Solicitation DCSC-23-FSS-14.	<b>Per the Cancellation Notice issued for RFP Solicitation DCSC-23-FSS-14, the specifications were revised for this solicitation.</b>
8.	<b>B.3 Price Schedule (page 3)</b>	Although the Price Schedule limits the Bidder to four Staff Level / Labor Categories, may the Bidder include resumes of more than four resources if they meet the criteria of the labor category and rate, and do not exceed 3,000 hours in the aggregate in a given year? For example, we may onboard specialists needed to test IT controls for the systems in scope for a limited time period. We understand the DC Courts anticipates the need for fewer core resources given the size and scope of work, but we request the flexibility to include additional resources with limited responsibilities for specific areas of work.	<b>Contractor can include resumes of all personnel that would be used as well as that would be anticipated to be used to perform the services. Flexibility to include additional resources will be allowed, however, such personnel should be noted as such and differentiated from the base or core personnel performing services.</b>
9.	<b>B.3 Contract Price (page 3)</b> “The Courts intends to award a firm-fixed contract with fixed-labor per hour unit price(s)...”	Please clarify whether this solicitation will result in a firm-fixed fee contract or whether the successful Contractor will bill the DC Courts based on actual hours incurred using the rates provided in the Price Schedule, not to exceed 3,000 hours.	<b>Per the Solicitation Price Schedule Sheets: Total Price: (*Based upon Estimated Hours – Contractor shall be compensated based upon firm-fixed unit prices and actual hours worked under resultant contract)</b>
10.	<b>B.3 Price Schedule (page 3) and F.4.1 Deliverables Table (pages 27-30) and C.3.4.2 Contractor Proposed Tasks to accomplish Scope of Work (pages 20 - 21)</b>	What are the “Task” numbers referenced in the “Item Description” and “Deliverable” columns in the Price Schedule and Deliverables tables, respectively? Are these Tasks meant to align with the tasks described in section C.3.4.2 on pages 20 and 21? If yes, would the DC Courts consider re-writing these three sections to help ensure they all align so that bidders respond based on a similar understanding of the tasks required?	<b>Provide pricing according to the Price Schedule Sheets, where each Item Description Task further provides information as to where you can reference that specific task in the SOW/Specs section of the solicitation.</b>
11.	<b>C.1.2 (page 16)</b> “The Contractor shall work remotely and on-site, where applicable, at the District of Columbia Courts location, in conjunction with the Internal Audit unit and the Budget and Finance Office to address the needs of the Courts.”	Please clarify <i>what circumstances</i> the DC Courts anticipates that it may be beneficial for the Contractor to be on-site so we can plan ahead.	<b>The ability to come on site is stated as such to allow for those circumstances, yet unknown. Such examples, could be documentation that is not digitized, instances where viewing the process in -person provides a more efficient and effective test of controls, etc.</b>
12.	<b>C.1.2 Introduction (page 16)</b> “The Court contemplates a single award to one (1) Contractor for a contract not to exceed 3,000 person-hours performed in a time span not to exceed 32 weeks from the date of award of the contract. The date of award shall be the date the Contracting Officer signs the contract award document.”	When does the DC Courts expect to award and sign the contract?	<b>A specific date/timeframe can’t be provided at this time. However, we are expecting a contract award before the end of August 2023, at the latest.</b>

13.	<b>C.3.2 Scope of Work (page 18)</b> “The scope of work encompasses a review and testing of the design and effectiveness of business process control procedures for the following areas...”	Does the DC Courts have established and documented methodologies for evaluating and testing existing controls? Or is the Contractor expected to provide these in delivering the services described in the RFP?	<b>DC Courts has established and documented internal control procedures wherein both key and non-key controls are noted. Contractor is expected to utilize their expertise in evaluating and testing key controls currently in existence. Such services are expected to be provided and delivered as described in the RFP.</b>
14.	<b>C.3.2 Scope of Work (page 18)</b> “The scope of work encompasses a review and testing of the design and effectiveness of business process control procedures for the following areas...”	Can the DC Courts confirm that the scope of work only includes financial business processes and excludes non-financial operations and IT systems?	<b>The scope of work only includes financial business processes and excludes non-financial operations and IT systems.</b>
15.	<b>C.3.2 Scope of Work (page 18)</b> “The scope of work encompasses a review and testing of the design and effectiveness of business process control procedures for the following areas:”	Does the DC Courts have existing process narratives, identified internal controls, and test of effectiveness test plans for each of the listed business processes that the Contractor may use to complete the required Tasks in the Scope of Work?	<b>The DC Courts has existing standard operating procedures and process narratives that identify both key and non-key internal controls. Contractor is expected to utilize their expertise in evaluating and testing key controls currently in existence. Such services are expected to be provided and delivered as described in the RFP.</b>
16.	<b>C.3.2 Scope of Work (page 18)</b> “Information Systems that are utilized by the areas listed above include the following: <ul style="list-style-type: none"> <li>• Oracle Federal Financial (Human Resources, Budget &amp; Finance and Administrative Services Division Division)</li> <li>• Federal Personnel and Payroll System (Human Resources Division)</li> <li>• Claims Assistant Software (Crime Victims Compensation Program)</li> <li>• MIP (Budget &amp; Finance Division)</li> <li>• Cherwell (Human Resources Division)”</li> </ul>	Can the DC Courts confirm the existing number of authorization and access controls for each of the five in-scope Information Systems listed below?  <ol style="list-style-type: none"> <li>1. Oracle Federal Financial</li> <li>2. Federal Personnel and Payroll System</li> <li>3. Claims Assistant Software</li> <li>4. MIP</li> <li>5. Cherwell</li> </ol>	<b>The number of authorization controls correspond to the number of authorized users which does not exceed 50 persons. The authorization control is basically a password entry into the DC Courts information technology system. The access levels are tiered to allow the personnel in the population of 50 persons to have read/write access. This mainly pertains to Oracle Federal Financial, Federal Personnel and Payroll System, Claims Assistant Software and Cherwell System.</b>
17.	<b>C.3.3.1 Testing Internal Controls (page 19)</b> “Developing and executing a test plan to evaluate solely the operating effectiveness of internal controls related to information systems and interfaces as outlined: Oracle Federal financial; Federal personnel and	Will the testing and evaluating of internal controls related to information systems, also include systems MIP and Cherwell? These two systems are not listed in the paragraph referenced on page 19. We understand the Federal Personnel and Payroll System and the Cherwell system are third party systems in which DC Courts is a client, and that these systems are subject to an independent SSAE - 18 review. We also understand that the MIP is an	<b>Testing and evaluating of internal controls related to information systems, will not include systems MIP and Cherwell.</b>

	Payroll system and Claims Assistant Software.”	database system used to house data for expediency of review and is not the system of record. However, it is still not clear whether we will be testing an evaluating system authorization and access controls of MIP and Cherwell due to the inconsistency in the references in the RFP as these are not included in paragraph C.3.3.1.c.	
18.	<b>C.3.4.2.7 Scope of Work (page 21)</b> “Identify financial reporting internal controls. Document key and non-key controls based on agreed upon quantitative and qualitative materiality thresholds.”	Does the DC Courts already have quantitative and qualitative materiality thresholds for the Contractor to use as a point of reference?	<b>The DC Courts already have quantitative and qualitative materiality thresholds for the Contractor to use as a point of reference</b>
19.	<b>C.3.4.2.5 Scope of Work (page 20)</b> “Definition of sampling selection methodology”	How many samples did the prior Contractor review for each scope area listed on page 18?	<b>For populations in excess of 100, a sample of 25 items were routinely used. For populations of less than 100, a sample size not to exceed 10% was used. In other situations that warranted a more judgmental approach, a judgement sample size was determined.</b>
20.	<b>C.3.1 Scope of Work (page 18)</b> “...the Contractor shall provide the information resulting from test work to facilitate the DC Courts in preparing its annual Statement of Assurance for the fourth quarter of <b>fiscal year</b> ending 2022 and the 1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> quarters for fiscal year 2023.”	<p>We understand the DC Courts Fiscal Year (FY) to be October through September. Did the DC Courts intend to refer to the FY or to the Calendar Year (CY) ending 2022 in this reference? If it was meant to reference the CY, we assume the scope will include the following months: Oct. – Dec. 2022 and Jan. – Sept. 2023.</p> <p>If it was meant to reference the FY, please confirm whether the following quarters, are the four quarters referenced in the RFP and whether July 2023 is the first month included in the scope of work:</p> <ul style="list-style-type: none"> <li>• Q4 = July, Aug., Sept. FY 2022 - 2023</li> <li>• Q1 = Oct, Nov., Dec. FY 2023 - 2024</li> <li>• Q2 = Jan., Feb., Mar FY 2023 - 2024</li> <li>• Q3 = April, May, June FY 2023 - 2024</li> </ul> <p>Please also clarify how the winning Contractor can support the DC Courts with <i>four quarters</i> of reporting if they are limited to 32 weeks of work? For example, if the contract is awarded in July 2023, work would end in February 2024. In that scenario, we would not be able to fully support the final two quarters listed above.</p>	<p><b>The testing periods are as follows:</b></p> <p><b>July, August &amp; September 2022 (Last quarter of FY 2022)</b>  <b>October, November, &amp; December 2022 (First quarter of FY 2023)</b>  <b>January, February &amp; March 2023 (Second Quarter of FY 2023)</b>  <b>April, May &amp; June 2023 (Third Quarter of FY 2023)</b></p> <p><b>Fourth quarters of previous FY is tested to not concur testing with external audit. In addition, corrective actions noted for the fourth quarter are scheduled for remediation in the first quarter of any given fiscal year.</b></p> <p><b>At the point the contract is awarded, financial transactions performed in Quarter 4 of FY 2022, First Quarter of FY 2023 and Second Quarter of FY 2023 will have been completed and available for testing. Subsequently, by July 15, 2023, the financial transactions subject to testing from Third Quarter FY 2023 will be ready and available for testing.</b></p>

21.	<p><b>C.3.1 Scope of Work (page 18)</b> “...the Contractor shall provide the information <b>resulting from test work</b> to facilitate the DC Courts in preparing its annual Statement of Assurance for the fourth quarter of fiscal year ending 2022 and the 1st, 2nd, and 3rd quarters for fiscal year 2023.”</p> <p><b>and</b></p> <p><b>F.4.1 Deliverables Table (pages 27-30)</b></p>	<p>Based on the Deliverables listed in the Table in Section F.4.1, it appears that the DC Courts expects the Contractor to perform internal control reviews for all in-scope areas over a period of 28 weeks. Since the Tasks required to complete the internal controls work will be completed in phases over these weeks, ending with the “Internal Control Review Management Assurance report” to be delivered in weeks 27 and 28, it is unclear what must be reported on a <b>quarterly basis</b>, particularly if test work has not yet been completed by the end of a given quarter. As such, please clarify <b>what</b> is expected at each quarter and <b>when</b> this is due within the Deliverables Table. Or clarify that the work is performed <b>during</b> these quarters for the annual report due in week 28.</p>	<p><b>Given the current timing of the contract, work is performed <i>during</i> these quarters for the annual report due in week 28.</b></p>
22.	<p><b>F.4.1 Deliverables Table (pages 27-30)</b></p>	<p>Does the 28-week program cycle remain consistent from the base year through the option years or can the Contractor negotiate a performance/delivery schedule over 12 months beginning in the option years?</p>	<p><b>Base year is non-negotiable.</b></p>
23.	<p><b>F.4.1 Deliverables Table (pages 27-30)</b></p>	<p>Based on the contract award date, availability of key DC Courts personnel and holidays, are the listed base year deliverable due dates negotiable?</p>	<p><b>Base year is non-negotiable.</b></p>
24.	<p><b>C.3.4.2.6 (page 20)</b> “Obtain, review, and document the established financial reporting internal control processes of the following: ...Budget process for fourth quart of fiscal year ending 2022”</p>	<p>Why is the “fourth quarter of the fiscal year ending 2022” only included in reference to the “Budget process” in this list? Based on the RFP, it appears that this quarter is applicable to all scope areas.</p>	<p><b>The budget process is a key control of the fourth quarter that can only be evaluated during such time in order to avoid testing this key control in real time concurrent with external audit testing as well as the low risk associated with this functionality. Other key controls can be evaluated over the three quarters of the current FY.</b></p>
25.	<p><b>E.1.6 (page 24)</b> “The Contractor shall experience a ten percent (10%) rate reduction for each order not delivered within timeframes specified for each service, in accordance with Section C-Statement of Work and Section F.4--Deliverables.”</p>	<p>How is lateness defined and calculated for each order? For example, if the Contractor is late by one day for one of several deliverables in Phase 2, and has communicated the reason(s) to the Chief Auditor's Division and COTR ahead of time, will the Contractor still be penalized with a 10% reduction? How will the 10% be calculated for late deliverables if these do not align <i>exactly</i> to the Price Schedule?</p> <p>Has this rate reduction option been exercised by the DC Courts in the past?</p>	<p><b>Through ongoing status meetings, the DC Courts has been successful in working with the contractor to avoid such late penalties. The key late penalty is the significantly late deliverance of the Management Assurance report.</b></p>
26.	<p><b>F.4.1 Deliverables Table (pages 27-30)</b></p>	<p>The sum of the estimated number of weeks in the table in section F.4.1 is 28 weeks. In the Records Retention</p>	<p><b>Yes, the contract allows for a maximum of 32 weeks for an additional 2 weeks of unforeseen circumstances.</b></p>



	<p><b>and</b></p> <p><b>F.4.2.2 Records Retention (page 30)</b></p>	<p>section, an additional 2 weeks or 14 days after the final deliverable is issued is allotted for “the Contractor to review with the COTR, all project-related materials and agree on a disposition plan for the project close-out phase.” That equates to a total of 30 weeks outlined in the RFP. Does the contract allow for a maximum of 32 weeks for an additional 2 weeks of unforeseen circumstances?</p>	
27.	<p><b>F.4.1 Deliverables Table (pages 27-30)</b></p>	<p>Does the DC Courts prefer a particular format, such as Microsoft Word, Excel, or PowerPoint?</p>	<p><b>For Reports to Management - Microsoft Word</b>  <b>For Test work documentation – combination of Microsoft Word and Excel</b>  <b>For Status Reports - Power Point</b></p>
28.	<p><b>H.4 Security Requirements (page 35)</b></p> <p>“The requirement for Contractor personnel to obtain a security clearance as designated by the Contracting Officer may arise per District of Columbia Courts security policies and procedures. The District of Columbia Courts will notify the Contractor of all such requirements as soon as practicable.”</p>	<p>This section references compliance with Security policies. Would the Courts please provide a posted copy of or a link to these policies so that an Offeror may validate its ability to comply?</p>	<p><b>"If the need arises", after contract award, there will be a Criminal Background Check performed for any personnel working under the contract, in which the COTR will notify the contractor to obtain and submit to the COTR the information requested in the Metropolitan Police Department Criminal History Request Form. Please Note: The form is attached for review purposes ONLY.</b></p>
29.	<p><b>Section L.1.1 (page 46)</b>          "Proposals shall be submitted VIA EMAIL to Contract Specialist..."</p> <p><b>and</b></p> <p><b>Section L.2.2 (page 47)</b>          "The proposal shall be prepared in two volumes. These shall be submitted in loose-leaf, three-ring notebooks for each copy of Volume I – Technical Proposal, and for each copy of Volume II - Price Proposal. See also, clause L.2.9 – Price Proposal."</p>	<p>We understand that Section L.2.2.3 was deleted in its entirety per Amendment No. 01; however, section L.2.2 appears to remain. Please confirm that Bidders may submit the proposal documents via email as per Section L.1.1.</p> <p>In case proposals must be submitted in hardcopy, please confirm whether the Price Proposal should be bound or submitted in a loose-leaf, three-ring notebook? There seems to be conflicting guidance in sections L.2.2 and L.2.9. Also please confirm the number of copies required for each volume and the address to which they are to be mailed.</p>	<p><b>Proposal packages must be submitted according to Section L.1.1. ONLY, with two volumes: Volume I-Technical Proposal and Volume II-Cost/Price Proposal with all contractual documents a part of this volume.</b></p>
30.	<p><b>L.2.2.2.1 Price Proposal (page 48)</b>          “At a minimum, the price proposal shall include the following...          b. Identify the total price and include a summary of all items/SINS proposed</p>	<p>In reviewing the Price Schedule, there does not seem to be a section to document the SINS proposed or whether we are offering a discount from our GSA Schedule Price. Please clarify whether this information is required and if yes, where it should be included.</p>	<p><b>An additional column can be added to include any discounts being offered from your GSA Schedule Price.</b></p>



	c. Identify any discounts from your GSA Schedule Price”		
31.	<b>L.10 Certifications, Affidavits and Other Submissions (page 54)</b> “L.10.1 Offerors shall complete and return with their price proposal the Representations and Certifications (Section K) and Attachment J.6 Tax Certification Affidavit.”	Based on our review of the “J.3 – District of Columbia Courts Release of Claims form,” it appears that this form should be completed by the Contractor along with the final invoice for the contract. As such, please confirm that this form is <i>not</i> required in the proposal submission.	<b>This form is NOT required in the proposal submission.</b>

No.	Section	Question	Answer
32.	SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS L.2.2 and section L.1.1	<p>Proposals shall be prepared simply and economically, providing a straightforward, concise delineation of offeror's capabilities to satisfy the requirements of this RFP. Fancy bindings and colored displays or promotional material are not desired or preferred, but pages must be numbered. The proposal shall be prepared in two volumes. These shall be submitted in loose-leaf, three-ring notebooks for each copy of Volume I – Technical Proposal, and for each copy of Volume II - Price Proposal. See also, clause L.2.9 – Price Proposal.</p> <p>Would the government consider revising section L.2.2 to state the following: "Proposals shall be submitted BY EMAIL to Katrina Cypress, Contract Specialist, at <a href="mailto:katrina.cypress@dccsystem.gov">katrina.cypress@dccsystem.gov</a> no later than 2:00 p.m. EST, on Thursday, May 11, 2023".</p>	<b>Proposal packages must be submitted according to Section L.1.1. ONLY, with two volumes: Volume I-Technical Proposal and Volume II-Cost/Price Proposal with all contractual documents a part of this volume.</b>
33.	General C.2.3 Introduction	<p>(vi) report annually on internal control through management assurance statements.</p> <p>How does the government plan to account for the delayed A123 cycle for 2023 that will kick-off in spring/summer versus in early 2023 calendar year (external reporting milestones, government stakeholder expectations to participate in interviews during busy audit season, etc.?)</p>	<p><b>By utilizing the project management approach of performing testing for those periods outlined as follows:</b></p> <p><b>July, August &amp; September 2022 (Last quarter of FY 2022) October, November, &amp; December 2022 (First quarter of FY 2023) January, February &amp; March 2023 (Second Quarter of FY 2023) April, May &amp; June 2023 (Third Quarter of FY 2023).</b></p> <p><b>Fourth quarters of previous FY is tested to not concur testing with external audit. In addition, corrective actions noted for the fourth quarter are scheduled for remediation in the first quarter of any given fiscal year.</b></p> <p><b>At the point the contract is awarded, financial transactions performed in Quarter 4 of FY 2022, First Quarter of FY 2023 and Second Quarter of FY 2023 will have been completed and available for testing. Subsequently, by July 15, 2023, the financial transactions subject to testing from Third Quarter FY 2023 will be ready and available for testing.</b></p>
34.	SECTION C - DESCRIPTION/SPECIFICATIONS/WORK STATEMENT C.5	<p>The period of performance for this SOW is not to exceed thirty-two (32) to be performed by Accounting/Consulting Engagement personnel not-to-exceed 3000 person-hours.</p> <p>Please clarify when the period of performance would end, is it based on the fiscal year calendar or the calendar year?</p>	<b>Period of Performance will solely depend on when contract is awarded and will not exceed thirty-two (32) weeks to be performed.</b>

35.	SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS L.2.2.1.4 and L.2.7.4	<p>Attachment J.8 - Past Performance Evaluation Form</p> <p>"Past Performance/References: The offeror shall submit three (3) past performance/references for which services of this nature have been provided in the past three (3) years using Attachment J.8 Past Performance Evaluation Form. The list shall include the name, address, telephone number, and e-mail address of the contact person."</p> <p>Will the government permit the use of the previously submitted PPQs if they are from the same agencies for this RFP response?</p>	<b>Newly dated Past Performance Sheets are required with proposal package.</b>
36.	SECTION L - INSTRUCTIONS, CONDITIONS AND NOTICES TO OFFERORS L.10.1	<p>Attachment J.6 - Tax Certification Affidavit</p> <p>"Offerors shall complete and return with their price proposal the Representations and Certifications (Section K) and Attachment J.6 Tax Certification Affidavit."</p> <p>Will the government permit the use of the previously submitted tax certification affidavit for this RFP response?</p>	<b>Newly dated Tax Certification Affidavit is required with proposal package.</b>
37.	SECTION J - LIST OF ATTACHMENTS J.9	<p>Attachment J.9 - Wage Determination 2015-4281, Revision 25 -12-27-22</p> <p>Please clarify whether this document is necessary for inclusion with the Pricing Volume or is to be used as reference if offeror does not have a GSA PSS MSA schedule?</p>	<b>Wage Determination is applicable for offerors that do not have a current GSA PSS MSA Schedule contract.</b>
38.	SECTION M - EVALUATION FACTORS M.1	<p>Attachment J.10 - DC Courts Oracle Supplier Request Form</p> <p>"The potential contractor must be registered in system for award management (SAM) prior to award of contract. Register at <a href="http://www.sam.gov">www.sam.gov</a>."</p> <p>Does the contractor need to submit J.10 as part of the RFP response or upon award?</p>	<b>Attachment J.10 will be required prior to contract award for a potential contractor that has never done business with DC Courts.</b>