



MURIEL BOWSER
MAYOR

July 9, 2020

The Honorable Phil Mendelson
Chairman
Council of the District of Columbia
John A. Wilson Building
1350 Pennsylvania Avenue, N.W., Suite 504
Washington, D.C. 20004

Dear Chairman Mendelson:

Enclosed for consideration and approval by the Council of the District of Columbia is proposed emergency legislation, the "Modification Nos. 3, 4 and 5 to Contract No. CW67661 with Sagitec Solutions Approval and Payment Authorization Emergency Act of 2020" and accompanying declaration resolution, to approve Modification Nos. 3, 4 and 5 to Contract No. CW67661 to provide a paid family leave tax system solution.

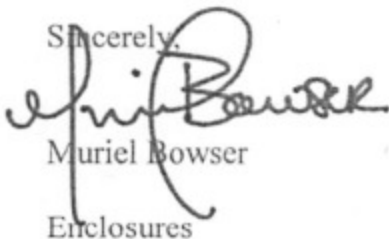
Council action is necessary to approve the Contract, which authorizes expenditures in the amount of \$1,071,300 for the period February 21, 2020 through February 20, 2021.

The Agency Fiscal Officer has certified that funding is available for FY 20.

As always, I am available to discuss any questions you may have regarding this contract. In order to facilitate a response to any questions, please have your staff contact Marc Scott, Business Operations Manager, at 724-8759.

I urge you to take prompt and favorable action regarding the enclosed legislation.

Sincerely,


Muriel Bowser
Enclosures


Chairman Phil Mendelson
at the request of the Mayor

A BILL

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

To approve, on an emergency basis, Modification Nos. 3, 4 and 5 to Contract No. CW67661 with Sagitec Solutions LLC to provide a paid family leave tax system solution and to authorize payment for the goods and services received and to be received under the contract.

BE IT ENACTED BY THE COUNCIL OF THE DISTRICT OF COLUMBIA,

That this act may be cited as the "Modification Nos. 3, 4, and 5 to Contract No. CW67661 with Sagitec Solutions LLC Approval and Payment Authorization Emergency Act of 2020".

Sec. 2. Pursuant to section 451 of the District of Columbia Home Rule Act, approved December 24, 1973 (87 Stat. 803; D.C. Official Code § 1-204.51), and the requirements of section 202 of the Procurement Practices Reform Act of 2010, effective April 8, 2011 (D.C. Law 18-371; D.C. Official Code § 2-352.02), the Council approves Modification Nos 3, 4, and 5 to Contract No. CW67661 with Sagitec Solutions LLC to provide a paid family leave tax system solution and authorizes payment in the total amount of \$1,071,300 for goods and services received and to be received under Modification Nos. 3, 4, and 5 to Contract No. CW67661 for option year one.

1 Sec. 3. The Council adopts the fiscal impact statement provided by the Chief
2 Financial Officer as the fiscal impact statement required by section 4a of the General
3 Legislative Procedures Act of 1975, approved October 16, 2006 (120 Stat. 2038; D.C.
4 Official Code § 1-301.47a).

5 Sec. 4. This act shall take effect following approval by the Mayor (or in the
6 event of veto by the Mayor, action by the Council to override the veto), and shall remain
7 in effect for no longer than 90 days, as provided for emergency acts of the Council of the
8 District of Columbia in section 412(a) of the District of Columbia Home Rule Act,
9 approved December 24, 1973 (87 Stat. 788; D.C. Official Code § 1-204.12(a)).

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Contracting and Procurement



Pursuant to section 202(c-1) of the Procurement Practices Reform Act of 2010, as amended, D.C. Official Code § 2-352.02(c-1), the following contract summary is provided:

COUNCIL CONTRACT SUMMARY
(Retroactive)

- (A) **Contract Number:** CW67661
- Proposed Contractor:** Sagitec Solutions, LLC
- Contract Amount:** \$1,071,300.00
- Unit and Method of Compensation:** Fixed unit prices
- Term of Contract:** 2/21/2020 – 2/20/2021
- Type of Contract:** Fixed Price
- Source Selection Method:** Competitive Sealed Proposal
- (B) **For a contract containing option periods, the contract amount for the base period and for each option period. If the contract amount for one or more of the option periods differs from the amount for the base period, provide an explanation of the reason for the difference:**
- Base Period Amount: \$4,699,737.36
- Option Period 1 Amount: \$711,750.00
- Explanation of difference from base period (if applicable): The proposed modification will increase option year one to \$1,071,300.00. The purpose of the contract modification is to authorize Sagitec Solutions, LLC to enhance the Employer Self-Service Portal (ESSP) with new functionality in the following areas: financial reporting, payment plans, suspense payment wizard, and general ledger.
- Option Period 2 Amount: \$736,661.25
- Explanation of difference from base period (if applicable): Amount is reduced from base period to cover operations and maintenance and support for the option period.
- Option Period 3 Amount: \$762,444.39

Explanation of difference from base period (if applicable): Amount is reduced from base period to cover operations and maintenance and support for the option period.

Option Period 4 Amount: \$789,129.95

Explanation of difference from base period (if applicable): Amount is reduced from base period to cover operations and maintenance and support for the option period.

(C) The goods or services to be provided, the methods of delivering goods or services, and any significant program changes reflected in the proposed contract:

The Department of Employment Services (DOES) required delivery, implementation and support for a Paid Family Tax Collection System solution. The District of Columbia has legislated compliance with Universal Paid Leave Amendment Act of 2016 (UPLAA). The District must also be in compliance with all Federal requirements; this includes Federal and DC Family and Medical Leave Act (FMLA) laws, Health Insurance Portability and Accountability Act (HIPAA), Unemployment Insurance, and the District Language Access Act – all of which are referenced within the UPLAA.

(D) The selection process, including the number of offerors, the evaluation criteria, and the evaluation results, including price, technical or quality, and past performance components:

Request for Proposal (RFP) number Doc392497 was issued on August 10, 2018 and closed on September 21, 2018. On the closing date, the District received five proposals in response to the solicitation. The five proposals were evaluated in accordance with the technical evaluation factors and price factors as described in the RFP, which are listed below:

Past Experience and Expertise
Project Approach and Implementation Plan
Solutions Capabilities
Price

Based upon both the findings of the Technical Evaluation Panel and the Contracting Officer (CO) independent review of each proposal, the CO placed Sagitec Solutions, LLC as the highest ranked Offeror and requested a Best and Final Offer (BAFO). After receipt and evaluation of the BAFO, the CO recommended award to Sagitec Solutions, LLC.

(E) A description of any bid protest related to the award of the contract, including whether the protest was resolved through litigation, withdrawal of the protest by the protestor, or voluntary corrective action by the District. Include the identity of the protestor, the grounds alleged in the protest, and any deficiencies identified by the District as a result of the protest:

There are no protests.

(F) The background and qualifications of the proposed contractor, including its organization, financial stability, personnel, and performance on past or current government or private sector contracts with requirements similar to those of the proposed contract:

Sagitec Solutions, LLC is a small minority owned business established in 2004. Sagitec provides computer programming services, specializing in software development. Sagitec provides IT solutions tailored to the organization's needs. Sagitec currently maintains a satisfactory performance while servicing the District on multiple contracts.

(G) The period of performance associated with the proposed change, including date as of which the proposed change is to be made effective:

Option year one was exercised for the period of February 21, 2020, through February 20, 2021. Modification No. M004 was effective April 2, 2020. Proposed Modification No. M005 will be effective from date of issuance through February 20, 2021.

(H) The value of any work or services performed pursuant to a proposed change for which the Council has not provided approval, disaggregated by each proposed change if more than one proposed change has been aggregated for Council review:

- Modification No. M003 exercised option year one in the amount of \$711,750.00.
- Modification No. M004 was in the amount of \$60,000.00.
- Proposed Modification No. M005 is in the amount of \$299,350.00.

(I) The aggregate dollar value of the proposed changes as compared with the amount of the contract as awarded:

The aggregate dollar value of Modification Nos. M003, M004, and M005 is \$1,071,300.

(J) The date on which the contracting officer was notified of the proposed change:

The Contracting Officer was notified on June 10, 2020 of the proposed changes.

(K) The reason why the proposed change was sent to Council for approval after it is intended to take effect:

The initial exercise of option year one was under one million dollars and did not require Council approval. Council approval is being sought now prior to the effective date of proposed Modification No. M005, which will increase the contract value to over one million dollars.

(L) The reason for the proposed change:

The reason for the proposed change is to enhance the Paid Family Leave Tax Collection System Employer Self-Service Portal (ESSP) with new functionality in the following areas: financial reporting, payment plans, suspense payment wizard, and general ledger.

(M) The legal, regulatory, or contractual authority for the proposed change:

This supplemental agreement is entered into pursuant to authority of 27 DCMR, 3601.3(b) and mutual agreement of the parties.

- (N) A summary of the subcontracting plan required under section 2346 of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended, D.C. Official Code § 2-218.01 *et seq.* ("Act"), including a certification that the subcontracting plan meets the minimum requirements of the Act and the dollar volume of the portion of the contract to be subcontracted, expressed both in total dollars and as a percentage of the total contract amount:**

Sagitec Solutions, LLC has proposed and met the certified business enterprise subcontracting requirement of 35% for option year one in the amount of \$355,875.00.

- (O) Performance standards and the expected outcome of the proposed contract:**

Sagitec Solutions, LLC is expected to work closely with DOES to deliver the required Paid Family Leave Tax Collection System. Sagitec Solutions, LLC. is expected to comply with the contractual terms and Standard Contract Provisions set forth by the District. At completion of the project the District will be in compliance with the Universal Paid Leave Amendment Act of 2016 (UPLAA) legislation and own the solution developed and implemented by Sagitec Solutions, LLC.

- (P) The amount and date of any expenditure of funds by the District pursuant to the contract prior to its submission to the Council for approval:**

- Modification No. M003 to exercise option year one, effective 2/21/2020, in the amount of \$711,750.00.
- Modification No. M004, executed on 4/2/2020, in the amount of \$60,000.00.

- (Q) A certification that the proposed contract is within the appropriated budget authority for the agency for the fiscal year and is consistent with the financial plan and budget adopted in accordance with D.C. Official Code §§ 47-392.01 and 47-392.02:**

The Agency Fiscal Officer for the Department of Employment Services has provided a funding certificate to certify funds are available.

- (R) A certification that the contract is legally sufficient, including whether the proposed contractor has any pending legal claims against the District:**

The proposed contract was reviewed by the Office of the Attorney General and deemed legally sufficient.

- (S) A certification that Citywide Clean Hands database indicates that the proposed contractor is current with its District taxes. If the Citywide Clean Hands Database indicates that the proposed contractor is not current with its District taxes, either: (1) a certification that the contractor has worked out and is current with a payment schedule approved by the District;**

or (2) a certification that the contractor will be current with its District taxes after the District recovers any outstanding debt as provided under D.C. Official Code § 2-353.01(b):

The Citywide Clean Hands database indicate the Sagitec Solutions, LLC is compliant and current with its District Taxes dated 6/18/2020.

- (T) A certification from the proposed contractor that it is current with its federal taxes, or has worked out and is current with a payment schedule approved by the federal government:**

Sagitec Solutions, LLC has self-certified via the Bidder Offeror form that they are current with its federal taxes. Also, there is no evidence that Sagitec Solutions, LLC is not current with its Federal Taxes.

- (U) The status of the proposed contractor as a certified local, small, or disadvantaged business enterprise as defined in the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, as amended, D.C. Official Code § 2-218.01 *et seq.*:**

Sagitec Solutions, LLC is not a certified local, small, or disadvantaged business enterprise.

- (V) Other aspects of the proposed contract that the Chief Procurement Officer considers significant:**

There are no other aspects of the proposed contract that the Chief Procurement Officer considers significant.

- (W) A statement indicating whether the proposed contractor is currently debarred from providing services or goods to the District or federal government, the dates of the debarment, and the reasons for debarment:**

The list of parties excluded from the District of Columbia Procurement and Federal Procurement shows that Sagitec Solutions, LLC has not been debarred or suspended from District or Federal procurements, as of 6/17/2020.

- (X) Any determination and findings issues relating to the contract's formation, including any determination and findings made under D.C. Official Code § 2-352.05 (privatization contracts):**

- Determination and Findings for Responsibility dated 6/18/2020
- Determination and Findings for Price Reasonableness dated 6/19/2020

- (Y) Where the contract, and any amendments or modifications, if executed, will be made available online:**

Awarded Contracts Database via OCP website at www.ocp.dc.gov

(Z) Where the original solicitation, and any amendments or modifications, will be made available online:

OCP Solicitation via OCP website at www.ocp.dc.gov



Government of the District of Columbia
Office of the Chief Financial Officer
Office of Tax and Revenue

1101 4th Street, SW
Washington, DC 20024

Date of Notice: June 18, 2020

Notice Number: L0004153761

SAGITEC SOLUTIONS LLC
422 COUNTY RD D E
LITTLE CANADA MN 55117

FEIN: **-***0684
Case ID: 491944

CERTIFICATE OF CLEAN HANDS

As reported in the Clean Hands system, the above referenced individual/entity has no outstanding liability with the District of Columbia Office of Tax and Revenue or the Department of Employment Services. As of the date above, the individual/entity has complied with DC Code § 47-2862, therefore this Certificate of Clean Hands is issued.

TITLE 47. TAXATION, LICENSING, PERMITS, ASSESSMENTS, AND FEES
CHAPTER 28 GENERAL LICENSE
SUBCHAPTER II. CLEAN HANDS BEFORE RECEIVING A LICENSE OR PERMIT
D.C. CODE § 47-2862 (2006)
§ 47-2862 PROHIBITION AGAINST ISSUANCE OF LICENSE OR PERMIT

Authorized By Marc Aronin
Chief, Collection Division

To validate this certificate, please visit MyTax.DC.gov. On the MyTax homepage, click "Clean Hands" and then the "Validate a Certificate of Clean Hands" hyperlink.

GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF THE ATTORNEY GENERAL

ATTORNEY GENERAL
KARL A. RACINE



Legal Counsel Division

MEMORANDUM

TO: Ronan Gulstone
Director
Office of Policy and Legislative Affairs

FROM: Brian K. Flowers
Deputy Attorney General
Legal Counsel Division

DATE: July 1, 2020

SUBJECT: Legal Sufficiency Review of Draft Bill, the "Modification Nos. 3, 4, and 5 to Contract No. CW67661 with Sagitec Solutions LLC Approval and Payment Authorization Emergency Act of 2020" and Accompanying Emergency Declaration Resolution (AE-20-484)

This is to Certify that this Office has reviewed the above-referenced legislation and has found it to be legally sufficient. If you have any questions regarding this certification, please do not hesitate to contact me at 724-5524.

Brian K. Flowers

Brian K. Flowers

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Attorney General

ATTORNEY GENERAL
KARL A. RACINE



Government Contracts Section

MEMORANDUM

TO: Ronan Gulstone
Director
Office of Policy and Legislative Affairs

FROM: Robert Schildkraut
Chief, Government Contracts Section
Commercial Division

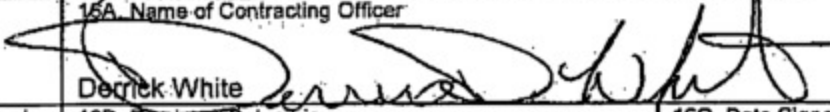
DATE: July 1, 2020

SUBJECT: Certificate of Legal Sufficiency for Exercising Option Year One
Paid Family Leave Tax Collation System Solution
Contractor: Sagitec Solutions, Inc.
Contract No. CW67661/Modification nos. 3, 4 and 5
Estimated Contract Amount: \$1,071,300

This is to Certify that this office has reviewed the referenced contract and that we have found it to be legally sufficient. If you have any questions, please do not hesitate to call me at 724-4018.



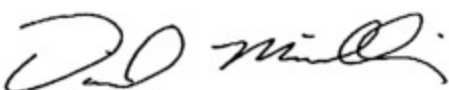
Robert Schildkraut

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|---|--|--|-------------------------------|--|------------------------|--|--|
| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | | | 1. Contract Number CW67661 | | Page of Pages 1 2 | | |
| 2. Amendment/Modification Number M003 | | 3. Effective Date February 21, 2020 | | 4. Requisition/Purchase Request No. | | 5. Solicitation Caption Paid family Leave Tax System (DOES) | |
| 6. Issued by: Office of Contracting and Procurement Information Technology Group 441 4 th Street, Suite 330S NW Washington, DC 20001 | | | | 7. Administered by (if other than line 6): Department of Employment Services 4058 Minnesota Ave NE Washington, DC 20019 | | | |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code) Sagitech Solutions, LLC 422 County Road D East Saint Paul, MN 55117 Phone: 612.284.7130 Code Facility | | | | 9A. Amendment of Solicitation No. | | | |
| | | | | 9B. Dated (See Item 11) | | | |
| | | | | X 10A. Modification of Contractor/Order No. CW67661 | | | |
| | | | | 10B. Dated (See Item 13) February 21, 2019 | | | |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS | | | | | | | |
| <input type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers, <input 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 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 CONTRACTS/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: 27 DCMR, 3601.3 and mutual agreement of the parties | | | | | | | |
| X D. Other (Specify type of modification and authority) 27 DCMR, Chapter 20 Section 2008 Exercise of Options | | | | | | | |
| E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> 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 modification is to modify the contract: 1. In accordance with Section F.2 of the contract, the District hereby exercises Option Year One to extend the term of the contract for the period of February 21, 2020 through February 20, 2021 in the amount of \$711,750.00. All other terms and conditions remain unchanged. 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 the Signer (Type or print) | | | | 15A. Name of Contracting Officer Derrick White  | | | |
| 15B. Name of Contractor | | 15C. Date Signed | | 16B. District of Columbia | | 16C. Date Signed 1/23/20 | |
| (Signature of Contracting Officer) | | | | | | | |

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| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | 1. Contract Number CW87661-Mod003 | Page of Pages 2. 2 |
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Contract Recap:

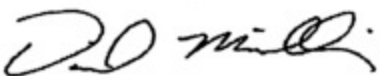
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|---|-----------------------|
| Base Year: February 21, 2019 – February 20, 2020 | \$4,699,737.36 |
| Mod001: Supplemental Agreement | \$30,517.50 |
| Mod002: Supplemental Agreement – Attachment A Justification Memo M002 | \$75,000.00 |
| Mod003: Option Year One February 21, 2020 – February 20, 2021 | \$711,750.00 |
| Total Contract Award | \$5,517,004.86 |

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| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | | | | 1. Contract Number CW67661 | | Page of Pages 1 2 | |
| 2. Amendment/Modification Number M004 | | 3. Effective Date April 6, 2020 | | 4. Requisition/Purchase Request No. | | 5. Solicitation Caption Paid family Leave Tax System (DOES) | |
| 6. Issued by: Office of Contracting and Procurement Information Technology Group 441 4 th Street, Suite 330S NW Washington, DC 20001 | | | | 7. Administered by (If other than line 6) Department of Employment Services 4058 Minnesota Ave NE Washington, DC 20019 | | | |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code) Sagitec Solutions, LLC 422 County Road D East Saint Paul, MN 55117 Phone: 612.284.7130 Code Facility | | | | 9A. Amendment of Solicitation No. | | | |
| | | | | 9B. Dated (See Item 11) | | | |
| | | | | X 10A. Modification of Contractor/Order No. CW67661 | | | |
| | | | | 10B. Dated (See Item 13) February 21, 2019 | | | |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS | | | | | | | |
| <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input 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 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 CONTRACTS/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. | | | | | | | |
| X C. This supplemental agreement is entered into pursuant to authority of: 27 DCMR, 3601.3 and mutual agreement of the parties | | | | | | | |
| D. Other (Specify type of modification and authority) 27 DCMR, Chapter 20 Section 2008 Exercise of Options | | | | | | | |
| E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> 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 modification is to modify the contract: 1. The purpose of this modification is to modify the contract in accordance with attachment A – Justification Modification Memo M004. 2. The contract shall increase Option Year One from \$711,750.00 by \$60,000.00 to \$771,750.00. All other terms and conditions remain unchanged. | | | | | | | |
| 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 the Signer (Type or print) David Minkinen, Senior Partner | | | | 16A. Name of Contracting Officer Derrick White | | | |
| 15B. Name of Contractor  | | 15C. Date Signed 04/02/20 | | 16B. District of Columbia Derrick D. White (Signature of Contracting Officer) | | 16C. Date Signed Digitally signed by Derrick D. White DN: cn=Derrick D. White, o=Office of Contracting and Procurement, ou=Chief Contracting Officer, IT, email=derrick.white@dcc.gov, c=US Date: 2020.02.17 14:04:00 | |

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| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | 1. Contract Number CW67661-Mod004 | Page of Pages 2 2 |
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Contract Recap:

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|---|-----------------------|
| Base Year: February 21, 2019 – February 20, 2020 | \$4,699,737.36 |
| Mod001: Supplemental Agreement | \$30,517.50 |
| Mod002: Supplemental Agreement – Attachment A Justification Memo M002 | \$75,000.00 |
| Mod003: Option Year One February 21, 2020 – February 20, 2021 | \$711,750.00 |
| Mod004: Supplemental Agreement – Attachment A Justification Memo M004 | \$60,000.00 |
| Total Contract Award | \$5,577,004.86 |

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| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | | | | 1. Contract Number CW67661 | Page of Pages 1 2 |
| 2. Amendment/Modification Number M005 | | 3. Effective Date See blk 16c | | 4. Requisition/Purchase Request No. | |
| 5. Solicitation Caption Paid family Leave Tax System (DOES) | | | | | |
| 6. Issued by: Office of Contracting and Procurement Information Technology Group 441 4 th Street, Suite 330S NW Washington, DC 20001 | | | 7. Administered by (If other than line 6) Department of Employment Services 4058 Minnesota Ave NE Washington, DC 20019 | | |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code) Sagitec Solutions, LLC 422 County Road D East Saint Paul, MN 55117 Phone: 612.284.7130 Code Facility | | | | 9A. Amendment of Solicitation No. | |
| | | | | 9B. Dated (See Item 11) | |
| | | | | X 10A. Modification of Contractor/Order No. CW67661 | |
| | | | | 10B. Dated (See Item 13) February 21, 2019 | |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS | | | | | |
| <input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input 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 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 CONTRACTS/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. | | | | | |
| X C. This supplemental agreement is entered into pursuant to authority of 27 DCMR, 3601.3 and mutual agreement of the parties | | | | | |
| D. Other (Specify type of modification and authority) 27 DCMR, Chapter 20 Section 2008 Exercise of Options | | | | | |
| E. IMPORTANT: Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>1</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 modification is to modify the contract: 1. The purpose of this modification is to modify the contract in accordance with attachment A – Justification Modification Memo M005. 2. The contract shall increase Option Year One from \$771,750.00 by \$299,550.00 to \$1,071,300.00. | | | | | |
| All other terms and conditions remain unchanged. | | | | | |
| 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 the Signer (Type or print) David Minkinen, Senior Partner for Sagitec Solutions | | | 16A. Name of Contracting Officer Derrick White | | |
| 15B. Name of Contractor  | | 15C. Date Signed 6/18/2020 | | 16B. District of Columbia (Signature of Contracting Officer) | |
| | | | | 16C. Date Signed | |

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|---|--------------------------------------|------------------------|
| AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT | 1. Contract Number CW67661-Mod005 | Page of Pages 2 2 |
|---|--------------------------------------|------------------------|

Contract Recap:

| | |
|---|----------------|
| Base Year: February 21, 2019 – February 20, 2020 | \$4,699,737.36 |
| Mod001: Supplemental Agreement | \$30,517.50 |
| Mod002: Supplemental Agreement – Attachment A Justification Memo M002 | \$75,000.00 |
| Mod003: Option Year One February 21, 2020 – February 20, 2021 | \$711,750.00 |
| Mod004: Supplemental Agreement – Attachment A Justification Memo M004 | \$60,000.00 |
| Mod005: Supplemental Agreement – Attachment A Justification Memo M005 | \$299,550.00 |

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|-----------------------------|-----------------------|
| Total Contract Award | \$5,876,554.86 |
|-----------------------------|-----------------------|