



Councilmember Anita Bonds  
at the request of the Mayor

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A BILL

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IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

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To approve, on an emergency basis, Modification Nos. 3, 4, 5, 6 and 7 to Contract No. CW70389 with Tax Credit Asset Management LLC to provide loan services and collections management for DHCD housing assistance programs 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, 5, 6 and 7 to Contract No. CW70389 with Tax Credit Asset Management LLC Approval and Payment Authorization Emergency Act of 2021”.

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 notwithstanding 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, 5, 6 and 7 to Contract No. CW70389 with Tax Credit Asset Management LLC to provide loan services and collections management for DHCD housing assistance programs, and authorizes payment in the not-to-exceed

1 amount of \$1,743,139.82 for goods and services received and to be received under  
2 Modification Nos. 3, 4, 5, 6 and 7 Contract No. CW70389 for option year one.

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

7           Sec. 4. This act shall take effect following approval by the Mayor (or in the  
8 event of veto by the Mayor, action by the Council to override the veto), and shall remain  
9 in effect for no longer than 90 days, as provided for emergency acts of the Council of the  
10 District of Columbia in section 412(a) of the District of Columbia Home Rule Act,  
11 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**

**(A) Contract Number:** CW70389

**Proposed Contractor:** Tax Credit Asset Management, LLC (TCAM)

**Contract Amount:** \$2,743,109.82

**Unit and Method of Compensation:** Firm Fixed-Hourly Rate

**Term of Contract:** October 1, 2020 through September 30, 2021

Mod 3 –10/1/2020 through 4/30/2021

Mod 4 –10/1/2020 through 1/30/2021

Mod 5 - 02/1/2021 through 3/5/2021

Mod 6 - 03/6/2021 through 4/9/2021

Mod 7 – 4/10/2021 through 9/30/2021

**Type of Contract:** Requirement-type contract based on fixed unit prices

**Source Selection Method:** Request for Proposal (RFP)

**(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:** NTE \$2,647,310.71 - Council Approval: CA23-0261

**Option Period 1 Amount:** NTE \$2,743,109.82

**Explanation of difference from base period:** Historically the portfolio has grown on a consistent basis each year. It is an industry standard to build in an increase.

**Option Period 2 Amount:** NTE \$2,841,604.49

**Explanation of difference from base period:** Historically the portfolio has grown on a consistent basis each year. It is an industry standard to build in an increase.

**Option Period 3 Amount:** \$2,945,262.05

**Explanation of difference from base period:** Historically the portfolio has grown on a consistent basis each year. It is an industry standard to build in an increase.

**Option Period 4 Amount:** NTE \$3,053,725.97

**Explanation of difference from base period:** Historically the portfolio has grown on a consistent basis each year. It is an industry standard to build in an increase.

**(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 Housing and Community Development (DHCD) is seeking a contractor to provide loan services, loan collection, lease services, lease collection and foreclosure services for its current and future amortized and deferred loans for eleven housing assistance and rehabilitation programs in the District.

The District awarded a requirements contract. The estimated amount of each CLIN constitutes the maximum limit of the contractor's obligation to perform and the District's obligation to order, in the total Not-to-Exceed Amount set forth for the base year and each option year. Payment is based on a contingent fixed unit price expressed as a percentage of the actual amount of funds collected plus a fixed monthly maintenance price for each deferred loan maintained on the Contractor's system. In addition, there is a cost reimbursement component for (a) direct costs incurred in performing foreclosures, and (b) direct fees levied by the D.C. Department of Insurance, Securities and Banking; in the total cost-reimbursement Not-to-Exceed ceiling amount.

**(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:**

RFP Doc400175 was issued on November 8, 2018 and closed on January 4, 2019. The District received three proposals in response to the solicitation. Based on the findings of the Technical Evaluation Panel and the Contracting Officer's independent assessment of all proposals in accordance with the evaluation factors, the Contracting Officer determined that the proposal of Tax Credit Asset Management was the most advantageous to the District and a contract was awarded to Tax Credit Asset Management without discussions.

**(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:**

AmeriNat filed a protest, CAB No. P-1111, with the Contract Appeals Board in which the protester challenged the award of the base contract on the grounds of the responsibility of the proposed awardee, as well as the evaluation of the price proposals. On January 28, 2020, the Contract Appeals Board dismissed the protest.

**(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:**

Tax Credit Asset Management (TCAM) has demonstrated their ability to meet the District's requirements in servicing and multifamily finance with a focus on affordable housing. TCAM has the ability to assess and analyze operational and financial conditions timely for monthly and annual reporting.

TCAM has been determined responsible based on contractor's standard of responsibility as described in 27 DCMR §2201.4.

Based on the performance under the existing Contract and on the information set forth in the Dun and Bradstreet report, TCAM has the necessary organization, experience, accounting, operational control, and technical skills to fulfill the District's requirements.

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

Modification no. 3 exercised partial option year one period of performance from October 1, 2020 to April 30, 2021.

Modification no. 4 issued a revision on the period of performance to October 1, 2020 to January 31, 2021 to align with the estimated loan collections of \$864,370.00.

Modification no. 5 extends the option year one period of performance from February 1, 2021 to March 5, 2021 with the estimated total amount of \$135,600.00.

Proposed Modification no. 6 exercises the remaining balance of option year one for period of performance from March 6, 2021 to September 30, 2021 in the estimated total dollar amount of \$1,743,139.82.

**(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. 3 exercised partial option year one period of performance from October 1, 2020 to April 30, 2021, with the estimated total dollar amount of \$820,000.00

Modification no. 4 issued a revision on the period of performance and dollar amount for this timeframe. The estimated total dollar amount increased by \$44,370.00, to \$864,370.00 to cover the anticipated four-month period. This modification exercised a partial period of performance for Option Year One according to the estimated loan collections.

Modification no. 5 exercised partial option year one period of performance from February 1, 2021 to March 5, 2021, with the estimated total dollar amount of \$135,600.00.

Proposed modification no. 6 exercises the remaining balance of the current option year one for period of performance from March 6, 2021 to September 30, 2021 in the estimated total dollar amount of \$1,743,139.82.

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

The aggregate dollar value for option year one is \$2,743,109.82.

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

The contracting officer was notified of the proposed change September 28, 2020. A partial option year one covers the period of performance, October 1, 2020 through January 31, 2021. The second partial is issued to extend the services until March 5, 2021. The remaining portion of period of performance will cover March 6, 2021 through September 30, 2021.

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

Department of Housing and Community Development's FY21 budget waiver approval, organizational changes and the transition period (transitioning the portfolio from the previous contractor to the current contractor) resulted in the partial option for \$864,370.00 to ensure continuity of services. Department of Housing and Community Development seeks approval for the full option year period of the loan services contract, which is a result of the tipping action.

**(L) The reason for the proposed change:**

Department of Housing and Community Development's FY21 budget waiver approval, organizational changes and the transition period (transitioning the portfolio from the previous contractor to the current contractor) resulted in the partial option.

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

27 DCMR, Chapter 36, Section 3601.2(a).

**(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:**

The subcontracting plan meets the minimum requirements of 35% of the total contract amount. The plan illustrates that certified business enterprise subcontract value is \$960,088.44 equal 35% percent set aside for option year one.

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

The Contractor is expected to perform in accordance with the terms and conditions of the contract.

**(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:**

Contract Modification No. 3 is \$820,000.00.

Contract Modification No. 4 increased funds by \$44,370.00 to \$864,370.00.

Contract Modification No. 5 is \$135,600.00.

**(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 Chief Financial Officer has certified availability of funding for FY2021.

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

The proposed Contractor does not have any currently pending legal claims against the District. Office of Attorney General (OAG) has approved for legal sufficiency.

**(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):**

Citywide Clean Hands database printout certifies that the proposed contractor, Tax Credit Asset Management, is compliant with District tax law requirements.

**(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:**

System for Award Management (SAM) database printout certifies that the proposed contractor, Tax Credit Asset Management, is compliant with federal tax law requirements. There is no SAM information on this vendor.

- (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.*:**

Tax Credit Asset Management is not a certified local, small, or disadvantaged business.

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

There are no aspects of the 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:**

Tax Credit Asset Management does not appear on the federal, state, or District excluded parties list. Therefore, the Contractor is not currently debarred from providing services to any governmental entity.

- (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 Contractor Responsibility

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

The contract is available on the Office of Contracting and Procurement website, [www.ocp.dc.gov](http://www.ocp.dc.gov).

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

The solicitation and its amendments are available on the Office of Contracting and Procurement website, [www.ocp.dc.gov](http://www.ocp.dc.gov).





Date of Notice: March 10, 2021

Notice Number: L0005351140

TAX CREDIT ASSET MANAGEMENT LLC  
30 FEDERAL ST FL 6  
BOSTON MA 02110-2508

FEIN: \*\*-\*\*\*1549  
Case ID: 720880



### **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](https://MyTax.DC.gov). On the MyTax DC homepage, click the “Validate a Certificate of Clean Hands” hyperlink under the Clean Hands section.



**GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT**



**Office of the Director**

**TO:** George A. Schutter  
Chief Procurement Officer  
Office of Contracting and Procurement

**FROM:** Beth Spooner-Shiflett  
Agency Fiscal Officer  
Department of Housing and Community Development

**DATE:** January 15, 2021

**SUBJECT:** FY 2021 Certification of Funding Availability for Tax Credit Asset Management OY1

This memorandum certifies that the funding amount of \$2,743,109.82 is available to fund the exercise of Option Year 1 (including the amount partially exercised on October 1, 2020) for Tax Credit Asset Management to provide servicing of the Department of Housing and Community Development’s loan portfolio.

The FY 2021 budget allocation is as follows:

AGENCY	FUND	ACTIVITY	COMP OBJECT	AMOUNT
DB0	0100	4510 – Portfolio and Asset Management	0409	\$864,360.82
DB0	0610	4510 – Portfolio and Asset Management	0409	\$562,016.00
DB0	0700	4510 – Portfolio and Asset Management	0409	\$1,316,733.00
				<b>\$2,743,109.82</b>

Please contact me on 202-442-7173 if you have any questions.

cc: Heather Reynolds, OCP  
Rebecca Young, OCP

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
Office of the Attorney General



ATTORNEY GENERAL  
KARL A. RACINE

Commercial Division  
Government Contract Section

**MEMORANDUM**

**TO: Ronan Gulstone**  
**Director**  
**Office of Policy and Legislative Affairs**

**FROM: Robert Schildkraut**  
**Section Chief**

**DATE: February 24, 2021**

**SUBJECT: Approval of Contract for Loan and Collection Services**  
**Contract Number: CW70389**  
**Contractor: Tax Credit Asset Management**  
**Total Available Funding: \$2,743,109.82**  
**Proposed Estimated Contract Amount: \$2,743,109.82**

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This is to Certify that this Office has reviewed the above-referenced Contract and that we have found it to be legally sufficient conditioned on the following:

1. Prior to contract award, OCP must be in receipt of a Certificate(s) of Insurance that meets all of the insurance requirements in the Contract at Section I.8.

If you have any questions in this regard, please do not hesitate to call me at (202) 724-4018.

P.P.

A handwritten signature in black ink, appearing to be 'RS', followed by a long horizontal line extending to the right.

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**Robert Schildkraut**

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M006	3. Effective Date March 6, 2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs		
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		Code	7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		Code	Facility	9A. Amendment of Solicitation No.	9B. Dated (See Item 11)
				X 10A. Modification of Contract/Order No. CW70389	10B. Dated (See Item 13) 10/1/2020
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<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 checked="" 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 <u>1</u> 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)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>					
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:					
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)					
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  <b>Contract No. CW70389 is hereby modified as follows:</b>					
1. In accordance with Section F.2 of the contract, the District exercises remaining balance of Option Year One for period of performance from March 6, 2021 to September 30, 2021 in the estimated total dollar amount of \$1,743,139.82.					
2. The unit prices for the option period are provided in Section B.3.2 -Option Year One.					
3. The U.S. Department of Labor Wage Determination No. 2015-4281, Revision 17, dated December 12, 2020 is incorporated into the contract and replaces any previous Wage Determinations.					
4. In accordance with section 38(d) of the Standard Contract Provisions (Way to Work Amendment Act of 2006), the living wage rate is hereby adjusted to \$15.00 per hour, effective as of December 31, 2021.					
<b>(Continues on next page)</b>					
Except as provided herein, all terms and conditions of the document is 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		
			Heather Reynolds		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)		(Signature of Contracting Officer)			

5. The Living Wage Act Fact Sheet for 2021 is attached and hereby incorporated in the contract as Attachment J.6.
6. The Living Wage Act Notice for 2021 is attached and hereby incorporated in the contract as Attachment J.5.
7. Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 - 9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 - 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020 - 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020 - 1/30/2021	+ \$44,370.00
Mod 5 - Option Year One-2 <sup>nd</sup> Partial	2/1/2021 – 3/5/2021	\$135,600.00
Mod 6 - Option Year One -3 <sup>rd</sup> Partial	3/6/2021 - 9/30/2021	<u>\$1,743,139.82</u>
<b>Total:</b>		<b>\$4,435,115.50</b>

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YOUR ACKNOWLEDGMENT  
 MAY RESULT IN REJECTION

THIS RECEIPT OF OFFENSE PRIOR

AT DCMR 361

Contract No. CW70369 is hereby modified as follows:

1. Section 2 of the contract is hereby modified to \$

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M005	3. Effective Date February 1, 2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs		
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		Code	7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		9B. Dated (See Item 11)	
Code		Facility		X 10A. Modification of Contract/Order No. CW70389	
				10B. Dated (See Item 13) 10/1/2020	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<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 checked="" 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 <u>1</u> 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. <b>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.</b> 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)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>					
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:					
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)					
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
<b>Contract No. CW70389 is hereby modified as follows:</b>					
1. In accordance with Section F.2 of the contract, the District exercises Partial Option Year One for period of performance from February 1, 2021 to March 5, 2021 in the estimated total dollar amount of \$135,600.00.					
2. The unit prices for the option period are provided in Section B.3.2 -Option Year One.					
3. The U.S. Department of Labor Wage Determination No. 2015-4281, Revision 16, dated April 23, 2020 is incorporated into the contract and replaces any previous Wage Determinations.					
<b>(Continues on next page)</b>					
Except as provided herein, all terms and conditions of the document is 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		
			Heather Reynolds		
15B. Name of Contractor		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)			Heather Reynolds		1/22/21
			(Signature of Contracting Officer)		

4. Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 - 9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 - 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020 - 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020 - 1/30/2021	+ \$44,370.00
Mod 5 – Option Year One -2 <sup>nd</sup> Partial	2/1/2021 - 3/5/2021	<u>\$135,600.00</u>
Total:		\$2,691,975.68

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M004	3. Effective Date See Block 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset Management, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		
Code _____ Facility _____		9B. Dated (See Item 11)		
		X 10A. Modification of Contract/Order No. CW70389		
		10B. Dated (See Item 13) 10/1/2020		
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 checked="" 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 <u>1</u> 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): 27 DCMR 3601.2 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:				
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)				
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
<b>Contract No. CW70389 is hereby modified as follows:</b>				
<b>1. Revise dollar amount and period of performance for partial Option Year</b>				
<b>Delete:</b> In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to April 30, 2021 in the estimated total dollar amount of \$820,000.00.				
<b>Replace with:</b> In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to January 31, 2021 in the estimated total dollar amount of \$864,370.00.				
(continue on next page)				
Except as provided herein, all terms and conditions of the document is 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		
		Heather Reynolds		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed	
(Signature of person authorized to sign)		<i>Heather Reynolds</i>	10/26/2020	
		(Signature of Contracting Officer)		



2. This modification revised the period of performance for four months and increases the estimated total dollar amount for partial Option Year One from \$820,000.00 by \$44,370.00 to \$864,370.00.
3. Block 5 of M003 is removed and replace with: "Loan Services and Collections Management for DHCD Housing Assistance Programs".
4. <sup>S41</sup> Contract Recap is revised and updated with:

**Contract Recap**

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 -9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 – 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020– 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020– 1/30/2021	+ <u>\$44,370.00</u>
<b>Total:</b>		<b>\$2,556,375.68</b>

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M003	3. Effective Date October 1, 2020	4. Requisition/Purchase Request No.	5. Solicitation Caption DHCD Asset Management Services	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		Code	7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020	
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		
Code		9B. Dated (See Item 11)		
Facility		10A. Modification of Contract/Order No. X CW70389		
		10B. Dated (See Item 13) 10/1/2020		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<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 checked="" 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 <u>1</u> 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)				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS . IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>				
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:				
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
<b>Contract No. CW70389 is hereby modified as follows:</b>				
1. In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to April 30, 2021 in the estimated total dollar amount of \$820,000.00.				
2. The unit prices for the option period are provided in Section B.3.2 -Option Year One.				
3. The U.S. Department of Labor Wage Determination No. 2015-4281 Revision 16, dated April 23, 2020 is incorporated into the contract and replaces any previous Wage Determinations.				
(Continues on next page)				
Except as provided herein, all terms and conditions of the document is 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		
		Heather Reynolds		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed	
(Signature of person authorized to sign)		Heather Reynolds	9/29/2020	
		(Signature of Contracting Officer)		

4. - Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 -9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 – 9/30/2020	- \$955,305.03
Option Year One	10/1/2020– 4/30/2021	<u>\$820,000.00</u>
Total:		\$4,422,615.74

as follows

Contract No. DW70229 is hereby

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M007	3. Effective Date March 6, 2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs		
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		Code	7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset Management, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		9B. Dated (See Item 11)	
Code		Facility		X 10A. Modification of Contract/Order No. CW70389	
				10B. Dated (See Item 13) 10/1/2020	
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 checked="" 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 <u>1</u> 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): 27 DCMR 3601.2 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:					
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)					
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  <b>Contract No. CW70389 is hereby modified as follows:</b>  1. In accordance with Section F.2 of the contract, the District exercises remaining balance of Option Year One for period of performance from April 10, 2021 to September 30, 2021 in the estimated total dollar amount of \$1,743,139.82. 2. The unit prices for the option period are provided in Section B.3.2 -Option Year One. 3. The U.S. Department of Labor Wage Determination No. 2015-4281, Revision 17, dated December 12, 2020 is incorporated into the contract and replaces any previous Wage Determinations. 4. In accordance with section 38(d) of the Standard Contract Provisions (Way to Work Amendment Act of 2006), the living wage rate is hereby adjusted to \$15.00 per hour, effective as of December 31, 2021.					
<b>(Continues on next page)</b>					
Except as provided herein, all terms and conditions of the document is 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		
			Heather Reynolds		
15B. Name of Contractor		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)			(Signature of Contracting Officer)		

5. The Living Wage Act Fact Sheet for 2021 is attached and hereby incorporated in the contract as Attachment J.6.
6. The Living Wage Act Notice for 2021 is attached and hereby incorporated in the contract as Attachment J.5.
7. Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 - 9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 - 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020 - 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020 - 1/30/2021	+ \$44,370.00
Mod 5 - Option Year One-2 <sup>nd</sup> Partial	2/1/2021 – 3/5/2021	\$135,600.00
Mod 6- Option Year One-3 <sup>rd</sup> Partial	3/6/2021- 4/9/2021	\$0.00
Mod 7 - Option Year One -4 <sup>th</sup> Partial	4/10/2021 - 9/30/2021	<u>\$1,743,139.82</u>
 Total:		 \$4,435,115.50

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M006	3. Effective Date March 6, 2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		
Code		9B. Dated (See Item 11)		
Facility		10A. Modification of Contract/Order No. CW70389		
		10B. Dated (See Item 13) 10/1/2020		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<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 checked="" 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 <u>1</u> 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)				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>				
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:				
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)				
<b>E. IMPORTANT:</b> - Contractor <input checked="" type="checkbox"/> is not - <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)  <b>Contract No. CW70389 is hereby modified as follows:</b>				
1. In accordance with Section F.2 of the contract, the District exercises remaining balance of Option Year One for period of performance from March 6, 2021 to September 30, 2021 in the estimated total dollar amount of \$1,743,139.82. 2. The unit prices for the option period are provided in Section B.3.2 -Option Year One. 3. The U.S. Department of Labor Wage Determination No. 2015-4281, Revision 17, dated December 12, 2020 is incorporated into the contract and replaces any previous Wage Determinations. 4. In accordance with section 38(d) of the Standard Contract Provisions (Way to Work Amendment Act of 2006), the living wage rate is hereby adjusted to \$15.00 per hour, effective as of December 31, 2021.				
<b>(Continues on next page)</b>				
Except as provided herein, all terms and conditions of the document is 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		
		Heather Reynolds		
15B. Name of Contractor	15C. Date Signed	16B. District of Columbia	16C. Date Signed	
(Signature of person authorized to sign)		(Signature of Contracting Officer)		

5. The Living Wage Act Fact Sheet for 2021 is attached and hereby incorporated in the contract as Attachment J.6.
6. The Living Wage Act Notice for 2021 is attached and hereby incorporated in the contract as Attachment J.5.
7. Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 - 9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 - 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020 - 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020 - 1/30/2021	+ \$44,370.00
Mod 5 - Option Year One-2 <sup>nd</sup> Partial	2/1/2021 – 3/5/2021	\$135,600.00
Mod 6 - Option Year One -3 <sup>rd</sup> Partial	3/6/2021 - 9/30/2021	<u>\$1,743,139.82</u>
<b>Total:</b>		<b>\$4,435,115.50</b>

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YOUR ACKNOWLEDGEMENT IS REQUIRED TO BE RECEIVED BY THE STATE OF WASHINGTON DEPARTMENT OF REVENUE TO BE VALID.

THIS RECEIPT OF OFFENSE PRIOR TO THE RECEIPT OF THE STATE OF WASHINGTON DEPARTMENT OF REVENUE TO BE VALID.

(DNR 36)

Contract No. CW70369 is hereby modified as follows:

of the contract to the

2021 to \$

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>			1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M005	3. Effective Date February 1, 2021	4. Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs		
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		Code	7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		9B. Dated (See Item 11)	
Code		Facility		X 10A. Modification of Contract/Order No. CW70389	
				10B. Dated (See Item 13) 10/1/2020	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<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 checked="" 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 <u>1</u> 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. <b>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.</b> 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)					
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>					
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:					
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)					
<b>E. IMPORTANT:</b> Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)					
<b>Contract No. CW70389 is hereby modified as follows:</b>					
1. In accordance with Section F.2 of the contract, the District exercises Partial Option Year One for period of performance from February 1, 2021 to March 5, 2021 in the estimated total dollar amount of \$135,600.00.					
2. The unit prices for the option period are provided in Section B.3.2 -Option Year One.					
3. The U.S. Department of Labor Wage Determination No. 2015-4281, Revision 16, dated April 23, 2020 is incorporated into the contract and replaces any previous Wage Determinations.					
<b>(Continues on next page)</b>					
Except as provided herein, all terms and conditions of the document is 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		
			Heather Reynolds		
15B. Name of Contractor		15C. Date Signed	16B. District of Columbia		16C. Date Signed
(Signature of person authorized to sign)			Heather Reynolds		1/22/21
			(Signature of Contracting Officer)		



4. Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 - 9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 - 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020 - 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020 - 1/30/2021	+ \$44,370.00
Mod 5 – Option Year One -2 <sup>nd</sup> Partial	2/1/2021 - 3/5/2021	<u>\$135,600.00</u>
Total:		\$2,691,975.68

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M004	3. Effective Date See Block 16C	4 Requisition/Purchase Request No.	5. Solicitation Caption Loan Services and Collections Management for DHCD Housing Assistance Programs	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset Management, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		
Code _____ Facility _____		9B. Dated (See Item 11)		
		X 10A. Modification of Contract/Order No. CW70389		
		10B. Dated (See Item 13) 10/1/2020		
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 checked="" 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 <u>1</u> 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): 27 DCMR 3601.2 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:				
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)				
<b>E. IMPORTANT:</b> Contractor <input type="checkbox"/> is not <input checked="" type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
<b>Contract No. CW70389 is hereby modified as follows:</b>				
<b>1. Revise dollar amount and period of performance for partial Option Year</b>				
<b>Delete:</b> In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to April 30, 2021 in the estimated total dollar amount of \$820,000.00.				
<b>Replace with:</b> In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to January 31, 2021 in the estimated total dollar amount of \$864,370.00.				
(continue on next page)				
Except as provided herein, all terms and conditions of the document is 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 Heather Reynolds		
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia <i>Heather Reynolds</i> (Signature of Contracting Officer)
(Signature of person authorized to sign)				16C. Date Signed 10/26/2020

2. This modification revised the period of performance for four months and increases the estimated total dollar amount for partial Option Year One from \$820,000.00 by \$44,370.00 to \$864,370.00.
3. Block 5 of M003 is removed and replace with: "Loan Services and Collections Management for DHCD Housing Assistance Programs".
4. <sup>S41</sup> Contract Recap is revised and updated with:

**Contract Recap**

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 -9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 – 9/30/2020	- \$955,305.03
Mod 3 - Option Year One-1 <sup>st</sup> Partial	10/1/2020– 4/30/2021	\$820,000.00
Mod 4 – Revised 1 <sup>st</sup> Partial Option Year One	10/1/2020– 1/30/2021	+ <u>\$44,370.00</u>
<b>Total:</b>		<b>\$2,556,375.68</b>

<b>AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT</b>		1. Contract Number CW70389	Page of Pages 1   2	
2. Amendment/Modification Number M003	3. Effective Date October 1, 2020	4. Requisition/Purchase Request No.	5. Solicitation Caption DHCD Asset Management Services	
6. Issued by: Office of Contracting and Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001		7. Administered by (If other than line 6) DC Department of Housing and Community Development 1800 Martin Luther King Jr. Avenue SE Washington, DC 20020		
8. Name and Address of Contractor (No. street, city, county, state and zip code) Tax Credit Asset, LLC 30 Federal Street, 6 <sup>th</sup> Floor Boston, MA 02110		9A. Amendment of Solicitation No.		
Code		9B. Dated (See Item 11)		
Facility		10A. Modification of Contract/Order No. X CW70389		
		10B. Dated (See Item 13) 10/1/2020		
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>				
<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 checked="" 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 <u>1</u> 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)				
<b>13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS . IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14</b>				
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 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:				
X D. Other (Specify type of modification and authority) Unilateral Modification - 27 DCMR 3601.2(a)				
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return <u>1</u> copies to the issuing office.				
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.)				
<b>Contract No. CW70389 is hereby modified as follows:</b>				
1. In accordance with Section F.2 of the contract, the District exercises partial Option Year One for period of performance from October 1, 2020 to April 30, 2021 in the estimated total dollar amount of \$820,000.00.				
2. The unit prices for the option period are provided in Section B.3.2 -Option Year One.				
3. The U.S. Department of Labor Wage Determination No. 2015-4281 Revision 16, dated April 23, 2020 is incorporated into the contract and replaces any previous Wage Determinations.				
(Continues on next page)				
Except as provided herein, all terms and conditions of the document is 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 Heather Reynolds		
15B. Name of Contractor		15C. Date Signed		16B. District of Columbia Heather Reynolds
(Signature of person authorized to sign)				16C. Date Signed 9/29/2020 (Signature of Contracting Officer)

4. - Contract Recap:

	<u>Period of Performance</u>	<u>Estimated Contract Amount</u>
Base Year	10/1/2019 -9/30/2020	\$2,647,310.71
Mod 2 – Revised Base Year	2/3/2020 – 9/30/2020	- \$955,305.03
Option Year One	10/1/2020– 4/30/2021	<u>\$820,000.00</u>
Total:		\$4,422,615.74

as follows

Contract No. DW70229 is hereby