



AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT			1. Contract Number DCHFA-23-003		Page of Pages		
					1	2	
2. Amendment/Modification Number A003		3. Effective Date Box 16C		4. Requisition/Purchase Request No.		5. Caption Audit Services	
6. Issued by: District of Columbia Housing Finance Agency 815 Florida Avenue, N.W. Washington, D.C. 20001-3017				7. Administered by (If other than line 6)			
8. Name and Address of Contractor (No. street, city, county, state and zip code)				X	9A. Amendment of Solicitation No. DCHFA-23-003		
					9B. Dated (See Item 11) 5/4/23		
					10A. Modification of Contract/Order No.		
					10B. Dated (See Item 13)		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" 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 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)							
<input type="checkbox"/> 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACT/ORDERS and IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
E. IMPORTANT: Contractor is not <input checked="" type="checkbox"/> is <input type="checkbox"/> required to sign this document.							
14. Description of Amendment/Modification Attached are the responses to questions received from offeror(s) on May 26, 2023. This document does not amend solicitation Number DCHFA-23-003. <ol style="list-style-type: none"> 1. Can you please clarify if you would like firms submit their proposals in the layout provided in the RFP section titled <i>H.2.7. Proposal Content</i> and incorporate the information provided in the Evaluation Criteria in the sections provided, or would you like firms to layout their proposals with both RFP sections titled <i>H.2.7. Proposal Content</i> and <i>I.3 Evaluation Criteria</i> separately. Firms should provide the transmittal letter and background information as outlined in Section H.2.7 AND respond to the evaluation criteria as outlined in section I.3 2. Please provide the audit fee for the past 3 years, by deliverable (Agency audit, MF Development Program Audit, Single Audit). The Agency estimates the cost to be between \$50,000 - \$150,000 per year. 3. Please provide the prior year statements for the multifamily development program audit. See Attachments A and B. 							



AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT

1. Contract Number
DCHFA-23-003

Page of Pages	
2	2

4. Are there any improvements you would like to see in the audit process? **No major improvements or changes are necessary.**
5. Is the audit performed mostly remote, onsite or hybrid? **The audit is mostly performed remotely.**
6. What are the normal dates of fieldwork, including interim, financial and single audit? How many weeks is the audit performed over? **The dates are discretionary. The audit is typically performed over a 6-8 week period beginning September 30.**
7. Were there any significant transactions entered into in the current year (new bond issues, etc.)? If so, please provide more information. **There were no significant transactions in the current year.**
8. Were there any major changes in operations in the current year? If so, please provide more information. **There were no major changes to the operations.**
9. Was there any new federal funding received in the current year? If so, please provide more information. **There was no new Federal Funding in current year**
10. Who prepares the financial statements? Agency staff or the auditors? **The financial statements are prepared by the auditors.**

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

Tara Sigamoni

15B. Name of Contractor

15C. Date Signed

16B. District of Columbia Housing Finance Agency

16C. Date Signed

(Signature of person authorized to sign)

Tara Sigamoni

(Signature of Contracting Office or person authorized to sign)

5/30/23

