



**District of Columbia Courts  
Administrative Services Division  
Procurement and Contracts Branch**



***AMENDMENT NO. 1***

**TO: ALL PROSPECTIVE OFFERORS**

**AMENDMENT  
ISSUE DATE: September 19, 2016**

**SUBJECT: Solicitation No. DCSC-16-FS-0081– Document Translations Services  
PROPOSAL  
SUBMISSION  
DATE: Tuesday, September 20, 2016 by 2:00 p.m., Eastern Standard Time.**

**Answers to questions received:**

**(Q)** I did not see anything related to Errors and Omissions insurance coverage in the documentation. We also do not use any car for performing our translation business so is that automobile insurance still required? Can you please clarify this for us?

**(A)** The subject solicitation is amended as follow:

1. Add the following clause to Section I.12 Insurance.

**I.12.1.4 Professional Liability (Errors and Omissions):**

The Contractor (including but not limited to architects, attorneys, engineers, environmental consultants and healthcare professional) shall provide Professional Liability Insurance (Errors and Omissions) to cover liability resulting from any error or omission cause by the performance of professional services under this contract.

The policy shall provide limits of \$1 million per occurrence for each wrongful act and \$1 million per aggregate for each wrongful act.

2. Section I.12.2 deleted in its entirety and replaced with new Section I.12.2 as follow:

**I.12.2 Duration**

The Contractor shall carry all required insurance until the contract work is accepted by the Courts and shall carry the required General Liability; any required

Employment Practices Liability Insurance; and the required Professional Liability Insurance for five (5) years following final acceptance of the work performed under this contract.

**(Q)** Also, do you require that the contractor have residence in the immediate Washington DC area? As you can see we are located in Michigan.

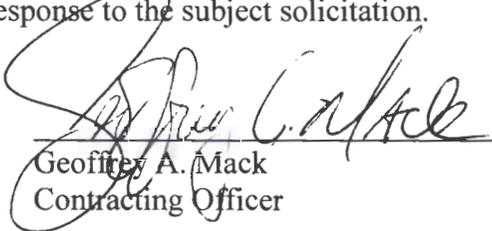
**(A)** No.

**(Q)** Are only GSA Schedule holders eligible to bid on this translation service opportunity?

**(A)** Yes.

**ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED**

One (1) copy of this amendment is being sent to only those offerors who received a copy the solicitation. Offerors shall sign below and attach a signed copy of this amendment to each offer to be submitted to the Courts in response to the subject solicitation. Offers shall be mailed or delivered in accordance with the instructions provided in the original solicitation documents. Offerors shall submit their offers in sealed envelopes, identified on the outside by the solicitation number and submission date, in accordance the instructions provided in the original solicitation documents. This amendment, together with your offer must be received by the District of Columbia Courts no later than the date and time specified for offer submission. Revisions or price changes occasioned by this amendment must be received by the Courts no later than the date and time set for offer submission. Failure to acknowledge receipt of this amendment may be cause for rejection of any offers submitted in response to the subject solicitation.

  
\_\_\_\_\_  
Geoffrey A. Mack  
Contracting Officer

**This amendment is acknowledged and is considered a part of the subject solicitation.**

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

\_\_\_\_\_  
**Date**

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

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