NOTICE OF RENEWAL OF CONTRACT

TO:  
DC CENTRAL KITCHEN INC.  
425 SECOND STREET NW  
WASHINGTON DC 20001

DATE ISSUED:  
AUGUST 22, 2013

CONTRACT NO:  
565-13

CONTRACT TITLE:  
CULINARY SKILLS TRAINING

THIS IS A NOTICE OF RENEWAL OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

Your firm is awarded the above referenced contract. The contract term covered by this Notice of Award is effective IMMEDIATELY and expires on FEBRUARY 28, 2018.

The contract documents consist of the terms and conditions of Agreement No. 565-13, including any exhibits, attached or amendments thereto.

In the subsequent years, depending on available grant funding, there will be annual variations and amendments relating to the number of training sessions and other requirement.

ATTACHMENT:

REFER AMENDED SCOPE OF WORK

EMPLOYEES NOT TO BENEFIT:

NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

VENDOR CONTACT: MARIANNE ALI  
VENDOR TEL. NO.: 202-234-0707

VENDOR PAYMENT TERMS: NET 30 DAYS  
VENDOR FAX. NO.: 202-986-1051

EMAIL ADDRESS: mali@dccentalkitchen.org

COUNTY CONTACT: ELA BLEDOWSKI  
703-228-1410

CONTRACT AUTHORIZATION  
IVETTE GONZALEZ  
PROCUREMENT OFFICER

DISTRIBUTION  
DATE  
BID FOLDER: 1
CONTRACT 565-13 – CULINARY SKILLS TRAINING PROGRAM

SECOND YEAR

REVISE THE SCOPE OF SERVICES AS FOLLOWS:

a) The Contractor shall complete two sessions of Culinary Skills Training by the end of this term of contract;
b) Both sessions shall be 12 week long and will be designated to train in total up to 22 trainees in Culinary Skills Program; including 2 weeks of internship.
c) The Contractor shall ensure that all clients provide complete documentation necessary to assess and document eligibility for training.
d) At the end of each of the two sessions the Contractor must submit the project report in the format provided by the County; payments of invoices will not be made until the County approves the reports.

The County will be responsible for payments for the training per trainee not to exceed the amount of $7,050.00. The total expense of training up to 22 trainees shall not exceed $155,100.00.

The amount per trainee includes all cost associated with the Culinary Training Program such as:

Tuition, books, kitchen supplies, uniforms, licenses, exam fees, drug screening, stipends at $10.00 per day for 5 (five) days during 10 weeks of training and 2 weeks of internship; field trips, job search transportation and clothing.

All costs associated with two graduation ceremonies (one for each training session).

The County will make payments on the basis of approved invoices (one invoice per each training session, each invoice calculated on the basis of number of trainees participated in the session); invoices will be approved once the report for the invoiced session is received and approved as complete.

DC CENTRAL KITCHEN INC:

AUTHORIZED SIGNATURE: [Signature]

NAME AND TITLE: Director of Culinary Training

DATE: 8/20/13