



**MURIEL BOWSER  
MAYOR**

May 20, 2021

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 "Modifications to Contract No. CW64488 with Capital Area Asset Builders (CAAB) Approval and Payment Authorization Emergency Act of 2021 and accompanying declaration resolution" to administer the District's Opportunity Accounts Program on behalf of the Department of Insurance, Securities and Banking. The proposed not-to-exceed amount is \$1,723,000 for the period from September 29, 2020 through September 28, 2021.

Council action is necessary since this modification increases the contract more than \$1,000,000 during a 12-month period. The Chief Financial Officer has certified that funds are available for FY2021.

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, Chief Operations Officer, Office of Contracting and Procurement at (202) 724-8759.

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


Sincerely,

A handwritten signature in black ink, appearing to read "Muriel Bowser", written over a printed name.

Muriel Bowser

Enclosure

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Chairman Phil Mendelson  
at the request of the Mayor

A PROPOSED RESOLUTION

IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

To declare the existence of an emergency with respect to the need to approve Modification Nos. 4 and 5 to Contract No. CW64488 with Capital Area Asset Builders (CAAB) to administer the District’s Opportunity Accounts Program on behalf of the Department of Insurance, Securities and Banking, and to authorize payment for the goods and services received and to be received under these modifications.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the “Modifications to Contract No. CW64488 with Capital Area Asset Builders (CAAB) Approval and Payment Authorization Emergency Declaration Resolution of 2021”.

Sec. 2. (a) There exists a need to approve Modification Nos. 4 and 5 to Contract No. CW64488 with Capital Area Asset Builders (“CAAB”) to administer the District’s Opportunity Accounts Program on behalf of the Department of Insurance, Securities and Banking, and to authorize payment for the goods and services received and to be received under Modification Nos. 4 and 5.

(b) By Modification No. 4, dated September 28, 2020, the Office of Contracting and Procurement, on behalf of the Department of Insurance, Securities and Banking, exercised Option Year Two of Contract No. CW64488 with CAAB for the period from

1 September 29, 2020 through September 28, 2021 in the not-to-exceed amount of  
2 \$450,000.00.

3 (c) Modification No. 5 is now necessary to increase the not-to-exceed amount for  
4 Option Year Two of Contract No. CW64488 by \$723,000.00, bringing the total not-to-  
5 exceed amount for the period from September 29, 2020 through September 28, 2021 to  
6 \$1,173,000.00.

7 (d) Council approval is required by section 451(b) of the District of Columbia  
8 Home Rule Act, approved December 24, 1973 (87 Stat. 803; D.C. Official Code § 1-  
9 204.51(b)), because these modifications increase the contract to more than \$1,000,000  
10 during a 12-month period.

11 (e) Approval is necessary to allow the continuation of these vital services.  
12 Without this approval, CAAB cannot be paid for goods and services provided in excess  
13 of \$1,000,000 for the contract period from September 29, 2020 through September 28,  
14 2021.

15 Sec. 3. The Council of the District of Columbia determines that the  
16 circumstances enumerated in section 2 constitute emergency circumstances making it  
17 necessary that the Modifications to Contract No. CW64488 with Capital Area Asset  
18 Builders (CAAB) Approval and Payment Authorization Emergency Act of 2021 be  
19 adopted after a single reading.

20 Sec. 4. This resolution shall take effect immediately.