

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



**Janitorial and Related Supplemental Services
(Set-Aside for CSBE Participation Only)
DCAM-15-NC-0115**

Addendum No. 4
Issued: April 22, 2015

This Addendum No. 4 is issued and hereby published on the DGS website on April 22, 2015. Except as modified hereby, the Request for Proposal (RFP) remains unmodified.

Item # 1

Delete: Attachment A – Offer Letter and Unit Rate Price Sheet

Replace with: Revised Attachment A – Offer Letter and Unit Rate Price Sheet

Item # 2 Section A.3, Form of Contract

Delete: In its entirety

Insert: The Form of Contract will be issued to the selected Contractor at time of award.

Item # 3 The proposal due date is amended as follows:

Delete: All references to proposal due date or submission date on the cover page, Section A.4 Procurement Schedule; Section E.3 Date and Time for Receiving Proposals; and Addendum Nos: 1, 2, and 3.

Replace with: April 27, 2015 at 2:00 pm


Kimberly M. Gray
Supervisory Contract Specialist


Date

- End of Addendum No. 4 -

Revised Attachment A

Offer Letter and Unit Rate Price Sheet

Date:

District of Columbia Department of General Services
2000 14th Street, NW, 8th Floor
Washington, DC 20009

Attn: Jonathan Kanye
Interim Director /Chief Contracting Officer

Reference: Request for Proposals (RFP) DCAM-15-NC-0115
Janitorial and Related Supplemental Services

Dear Mr. Kanye:

On behalf of Insert Offeror's Legal Name (the "Offeror"), I am pleased to submit this bid in response to the Department of General Services' (the "Department" or "DGS") Request for Proposals to provide Janitorial and Related Supplemental Services. The Offeror has reviewed the RFP and the attachments thereto, any addenda thereto, and the proposed Form of Contract (collectively, the "Bid Documents") and has conducted such due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its bid in response to the RFP. The Offeror's submission and the Fixed Unit Prices are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents. (Collectively, the proposal and the Unit Rate Price Sheet are referred to as the "Offeror's Bid".)

Insert Bidder's Name proposes to provide the required Equipment and Maintenance for the District.

The Bidder's Price Proposal is as follows: \$ (see attached Bid Form)

The Offeror acknowledges and understands that the Fixed Unit Prices are firm, fixed prices and intended to be Offeror's sole compensation for the goods required.

The Offeror's Bid is based on and subject to the following conditions:

1. The Offeror agrees to hold its bid open for a period of at least one hundred twenty (120) days after the date of the bid.
2. Assuming the Offeror is selected by the Department, the Bidder agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.

3. Both the Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this Unit Rate Price Sheet and bind the Offeror to the terms of the Offeror's Bid. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's Bid.
4. The Offeror hereby represents and warrants that they have not: (i) colluded with any other group or person that is submitting a proposal in response to the RFP in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a proposal in response to the RFP; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.
5. The Offeror hereby certifies that neither it nor any of its subcontractors have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.
6. This **Unit Rate Price Sheet** and the **Offeror's Bid** are being submitted on behalf of (Insert Offeror).

Sincerely,

By: _____

Name: _____

Its: _____

PRICE SCHEDULE

Base Year

Contract Line Item Number (CLIN)	Location	Unit Price	Qty.	Price
0001	New Beginnings	\$ _____ / month	12	\$ _____
TOTAL FOR BASE YEAR				

Option Year 1

Contract Line Item Number (CLIN)	Location	Unit Price	Qty.	Price
1001	New Beginnings	\$ _____ / month	12	\$ _____
TOTAL FOR OPTION YEAR 1				

Option Year 2

Contract Line Item Number (CLIN)	Location	Unit Price	Qty.	Price
2001	New Beginnings	\$ _____ / month	12	\$ _____
TOTAL FOR OPTION YEAR 2				

Option Year 3

Contract Line Item Number (CLIN)	Location	Unit Price	Qty.	Price
3001	New Beginnings	\$ _____ / month	12	\$ _____
TOTAL FOR OPTION YEAR 3 (3001 + 3002)				

Option Year 4

Contract Line Item Number (CLIN)	Location	Unit Price	Qty.	Price
4001	New Beginnings	\$ _____ / month	12	\$ _____
TOTAL FOR OPTION YEAR 4 (4001 + 4002)				

Supplemental Reimbursable Services – Unit Price*

CLIN	Item Description	BY	OY1	OY2	OY3	OY4
5001	Interior & Exterior Refrigerator	\$ ____ / refrigerator	\$ ____ / refrigerator	\$ ____ / refrigerator	\$ ____ / refrigerator	\$ ____ / refrigerator

	Cleaning					
5002	Exterior Window Cleaning	\$ ___/ window	\$ ___/ window	\$ ___/ window	\$ ___/ window	\$ ___/ window
5003	High Dusting	\$ ___/hour	\$ ___/hour	\$ ___/hour	\$ ___/hour	\$ ___/hour
5004	Porter Services	\$ ___/hour	\$ ___/hour	\$ ___/hour	\$ ___/hour	\$ ___/hour