

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES**

**ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION**

Solicitation #: DCAM-13-AE-0107

**Addendum No. 1
Issued: January 31, 2013**

This Addendum Number 01 is issued by e-mail on January 31, 2013. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

Item #1

Sign-In Sheet: The sign-in sheet from the preproposal conference is attached.

Item #2

Site Visit: A second sit visit will be held on Tuesday, February 5, 2013 at 1 pm. Please meet Pedro Astudillo at the Project site.

Item #3

Clarifications:

1. A revised bid form is attached.
2. LEED Silver certification, at a minimum, is required.

Item #4

Preproposal Agenda: Attached please find a copy of the powerpoint presentation from the preproposal conference.

Item #5

Below is a list of questions and the Department’s response:

1. Are the following available in their native format? Attachment B (main narrative); Attachment B, Attachment 1; Attachment B, Attachment 2; Attachment C; Attachment D. **Response: To the extent available, electronic editable copies of these documents are available at <https://leftwichlaw.box.com/s/5jgrbygoalbjfbbmiz>.**
2. Do you intend the information requested in Section E, paragraphs E.4.1. Bid form and E.4.7 Cost Information, to be identical? Both paragraphs refer to the bid form of Attachment B. Should the information be bound with the response narrative, or in a separate sealed envelope? **Response: Only one set of pricing information (Attachment**

B offer letter, fee breakout, and hourly rates) needs to be submitted, and may be submitted with your technical proposal.

Items #6

The bid date remains unchanged. Proposals are due by **February 15, 2013 at 2:00 pm EST.** Proposals that are hand-delivered should be delivered to the attention of: Derrick Burke, Contract Specialist, at **Frank D. Reeves Center, 2000 14th Street, NW, 8th floor, Washington, DC 20009.**

- End of Addendum No. 1 -



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

Solicitation #: DCAM-13-AE-0107

Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: KWAME A. BAILEY Phone: (202) 726-3383
Company: LANCE BAILEY & ASSOCIATES, INC.
Email Address: kwame@lancebailey.com
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: JAMES A. STEVENS Phone: 410-404-3131
Company: Mbi-kzm Architecture
Email Address: jstevens@mbi-kzm.com
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: ADRIENNE M'ERAY Phone: 202.466.6666 x25
Company: LEE AND ASSOCIATES, INC.
Email Address: amccray@leecandassociatesinc.com
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: WILLIAM GRIDLEY Phone: 202 337 0888
Company: BOWIE-GRIDLEY ARCHITECTS
Email Address: wgridley@bowiegridley.com
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

Solicitation #: DCAM-13-AE-0107

Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: PEDRO ASTUDILLO Phone: _____
 Company: DGS
 Email Address: pedro.astudillo@dc.gov
 Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: BRUCE BLAWICKI Phone: 540 341 4998
 Company: POLYSONICS CORP.
 Email Address: BRUCEB@POLYSONICS.COM
 Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: Allam Al-Alami Phone: 267-2208
 Company: DGS
 Email Address: allam.alalami@dc.gov
 Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: MARGARET MACK Phone: 202-544-1640
 Company: architrave pa architects
 Email Address: margaret.mack@architravepa.com
 Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: DAVID BELL Phone: 202 548 7570x201
 Company: BELL architects
 Email Address: david.bell@BELLarchitects.com
 Have you registered for the Constant Contact E-Mailing List? YES NO



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

Solicitation #: DCAM-13-AE-0107

Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: Tom Lovetere Phone: 202-339-9600
Company: KRAMER CONSULTING
Email Address: tlovetere@KRAMERDC.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: Bree Powell Phone: 202-333-6730
Company: Robert Silman Associates - CB2 - Structural Engr.
Email Address: powell@silman.com
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: NATHAN PICOTTE Phone: 202 544 1640 x133
Company: architrave architects
Email Address: nathan.picotte@architravepc.com
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: JOSE SOLIZ Phone: 202 289 4545
Company: AMT, LLC
Email Address: JSOLIZ@AMTARCHITECTS.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: LIZ McELWEE Phone: _____
Company: BELL ARCHITECTS
Email Address: liz.mcelwee@BELLARCHITECTS.COM
Have you registered for the Constant Contact E-Mailing List? YES NO



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

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Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: ANH TRAN Phone: 703.908.4501
Company: LITTLE
Email Address: ATRAN@LITTLEONLINE.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: CHARLES TODD Phone: 703.908.4501
Company: LITTLE
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: GARY HEARNE Phone: 202-244-4199
Company: MOODY NOLAN DC
Email Address: ghearne@mn-dc.com
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: ADRI DIER Phone: 202-861-4600
Company: LEO A DALY
Email Address: ADDIAR@LEOADALY.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: Bill Richardson Phone: 410-573-9148
Company: Educational Systems Planning
Email Address: brichardson@educationalsystemsplanning.com
Have you registered for the Constant Contact E-Mailing List? YES NO



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

Solicitation #: DCAM-13-AE-0107

Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: BILL CONKEY Phone: 202-393-6445
 Company: SORG ARCHITECTS
 Email Address: BILL@SORGARCHITECTS.COM
 Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: DAVID CHELITE Phone: _____
 Company: COPE
 Email Address: DR@COPEBL.COM
 Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: SARAH PARKER Phone: 202-444-6666
 Company: LEE ASSOC.
 Email Address: SPARKER@LEEVASSOCIATESINC.COM
 Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: Daniel Pao Phone: 301-760-9871
 Company: DMY Engineering Consultants.
 Email Address: dpao@dmyec.com
 Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: Mary Marcinko Phone: 202-289-4545
 Company: AMT LLC (cbe)
 Email Address: mmarcinko@amtengineering.com
 Have you registered for the Constant Contact E-Mailing List? YES NO



ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION

Solicitation #: DCAM-13-AE-0107

Preproposal Conference
January 30, 2013

Sign-in Sheet

1. Name: CLARENCE WADKINS Phone: 202-496-3496
Company: BLOC - ATLANTIC
Email Address: CWADKINS@BLOCGLOBAL.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: Suren Gosine Phone: 202.495.7746
Company: Global Engineering Solutions
Email Address: suren@gthes.com
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO

AMT LLC
CONSULTING ENGINEERS
AND LAND SURVEYORS

A DC Certified Business Enterprise
#LS29344062014



JOSE SOLIZ
SENIOR PROJECT MANAGER

PHONE 202-289-4545 FAX 202-289-5051 CELL 240-994-1456
E-MAIL jsoliz@amtengineering.com
10 G STREET, NE, SUITE 430 ■ WASHINGTON, DC 20002

AMT LLC
CONSULTING ENGINEERS
AND LAND SURVEYORS

A DC Certified Business Enterprise
#LS29344062014



MARY MARCINKO
LANDSCAPE ARCHITECT

PHONE 202-289-4545 FAX 202-289-5051 E-MAIL mmarcinko@amtengineering.com
10 G STREET, NE, SUITE 430 ■ WASHINGTON, DC 20002



DMY Engineering Consultants, LLC

Geotechnical • Testing and Instrumentation • Engineering Inspection

Wayne Ma, PE
President & CEO

45662 Terminal Drive Office: (703) 665-0586
Suite 110 Fax: (202) 688-1918
Dulles, Virginia 20166 Cell: (571) 926-0362
www.dmyec.com E-mail: wma@dmyec.com

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DMY Engineering Consultants, LLC

Geotechnical • Testing and Instrumentation • Engineering Inspection

Daniel Pao
Drilling Supervisor

45662 Terminal Drive Office: (703) 665-0586
Suite 110 Fax: (202) 688-1918
Dulles, Virginia 20166 Cell: (301) 760-9871
www.dmyec.com E-mail: dpao@dmyec.com

- A Certified DBE/MBE Company -

architrave p.c., architects

420 10th street, s.e., washington, d.c. 20003-2133
(202) 544-1640 x 112

margaret.mook@architravepc.com

margaret s. mook
architect, leed ap

architrave p.c., architects

420 10th street, s.e., washington, d.c. 20003-2133
(202) 544-1640 x 133

nathan.picotte@architravepc.com

nathan picotte
lead ap

T. David Bell Architectural, Planning, & Design

Phone 202.329.7278
Fax 202.548.7570 x 201
Email david.bell@BELLarchitects.com
Website www.BELLarchitects.com

1228 9th Street NW Washington, DC 20001

Liz McElwee

Marketing Phone 202.548.7570 x 210
Coordinator Email liz.mcelwee@BELLarchitects.com
Website www.BELLarchitects.com

1228 9th Street NW Washington, DC 20001



ARCHITECTURE • PLANNING • ENGINEERING • INTERIORS
 ABU DHABI • ATLANTA • AUSTIN • BEIJING • BENGHAZI • CHICAGO
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Jorge I. Mayor
 ASSOCIATE, SENIOR MARKETING COORDINATOR

Tenth Floor, 1201 Connecticut Avenue, NW, Washington, DC 20036, USA
 202.861.4600 F 202.872.8530 D 202.955.9126
 JIMayor@leoadaly.com www.leoadaly.com



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 RIYADH • SACRAMENTO • SAN ANTONIO • SAN MARCOS • TAMPA
 TRIPOLI • WACO • WASHINGTON DC • WEST PALM BEACH

April Diaz RID, LEED® AP ID+C
 ASSOCIATE
 BUSINESS DEVELOPMENT

Tenth Floor, 1201 Connecticut Avenue, NW, Washington, DC 20036, USA
 202.861.4600 F 202.872.8530 D 202.955.9189 M 305.905.0972
 ADDiaz@leoadaly.com www.leoadaly.com



Stephen Carlson, LEED AP
 Project Manager

202.677.7959 Direct
 acarlson@kramerdc.com

Kramer Consulting Services, PC
 2000 M Street NW, Suite 850
 Washington, DC 20036
 202.339.9000
 www.kramerdc.com



Thomas P. Lovetere
 Project Executive

202.677.7952 Direct
 240.628.3175 Mobile
 tllovete@kramerdc.com

Kramer Consulting Services, PC
 2000 M Street NW, Suite 850
 Washington, DC 20036
 202.339.9000
 www.kramerdc.com

Charles Todd

AIA

**STUDIO PRINCIPAL
 COMMUNITY
 CIVIC AND SCHOOLS**

ctodd@littleonline.com
 919.474.2510 (t) 919.824.3987 (m)
 American Tobacco Historic District
 410 Blackwell Street, Suite 10
 Durham, NC 27701

 littleonline.com
 littlespeakeasy.com

Anh Tran

ASSOCIATE

atran@littleonline.com
 703.908.4531 (t) 703.772.3752 (m)
 4245 North Fairfax Drive, Suite 650
 Arlington, VA 22203

 littleonline.com
 littlespeakeasy.com

lai

adrienne mcgray la, asla
 senior associate

638 eye street nw
 washington dc 20001
 t: 202.466.6666 x 25
 f: 202.466.4232

amccray@leeandassociatesinc.com
 www.leeandassociatesinc.com

leeandassociatesinc.com



LANCE BAILEY & ASSOCIATES, INC.

Architecture/Planning/Construction Management/Facilities Management

7961 Eastern Avenue
 Silver Spring, MD 20910
 301.963.2383 T • 301.963.2387 F
 lsb@lba.com/lancebailey.com

Kwame A. Bailey
 Director, Business Development
 & Marketing

7600 Georgia Avenue, NW, #300
 Washington, DC 20012
 202.726.4183 T • 202.726.4187 F
 202.409.5502 C



Global Engineering Solutions®

Suren Gosine
 Senior Marketing Coordinator/Associate

SurenG@theges.com

1900 M Street, NW
 Suite 200
 Washington, DC 20036

202-495-7746 office
 202-495-7747 fax

www.THEGES.com

SHINBERG LEVINAS

Milton Shinberg AIA
LEED Accredited Professional
Principal
4733 Bethesda Avenue
Suite 550
Bethesda, Maryland 20814
www.ShinbergLevinas.com
mshin@ShinbergLevinas.com

Architecture Planning Interiors



ROBERT SILMAN ASSOCIATES STRUCTURAL ENGINEERS

Brianne E. Powell, LEED AP
Marketing Manager

1053 31st Street, NW
Washington, DC 20007
www.silman.com

P 202.333.6230
F 202.318.3015
powell@silman.com

WASHINGTON DC BOSTON NEW YORK

BLOC ATLANTIC

Clarence Wadkins, AIA
Principal

o: 202-496-3496 c: 817-319-0750 f: 205-328-4436
cwadkins@blocglobal.com

DESIGN | BUILD | MANAGE | DEVELOP | FINANCE

Bill Conkey, AIA
Architect
billc@sorgarchitects.com

Sorg Architects 918 U Street NW, Washington DC 20001
T 202.393.6445 F 202.393.6497 sorgarchitects.com



POLYSONICS Acoustics & Technology Consulting

BRUCE BLANCHARD
SENIOR CONSULTANT

405 BELLE AIR LANE
WARRENTON, VA 20186
T: 540.341.4988
F: 540.341.0909
WWW.POLYSONICS.COM

BRUCEB@POLYSONICS.COM

ESP

Designs for Learning

Educational Systems Planning

William M. Richardson, Ph.D.
President

Phone: 410-573-9148 Ext: 111
Fax: 410-573-9215

E-Mail: brichardson@educationalsystemsplanning.com
www.educationalsystemsplanning.com

49 Old Solomon's Island Rd.
Suite 301
Annapolis, MD 21401

CORE

David R. Cheney, AIA

1010 wisconsin ave nw suite 405
washington, dc 20007

t 202.466.6116 x232 f 202.466.6235
e drc@coredc.com w coredc.com

mbi | k2m
ARCHITECTURE, INC.

1801 MCCORMICK DRIVE
SUITE 520
LARGO, MARYLAND 20774

JAMES STEVENS, R.A.
PROJECT MANAGER

PHONE: 240.696.7242
MOBILE: 410.404.3131
FAX: 216.357.2796
URL: WWW.MBI-K2M.COM

EMAIL: JSTEVENS@MBI-K2M.COM

Attachment B

[Offeror's Letterhead]

[Insert Date]

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

Att'n: Mr. Brian Hanlon
Director

Reference: Request for Proposals
Architectural/Engineering Services for Merritt Middle School MPD Conversion

On behalf of [INSERT NAME OF BIDDER] (the "Offeror"), I am pleased to submit this proposal in response to the Department of General Services' (the "Department" or "DGS") Request for Proposals (the "RFP") to provide Architectural/Engineering Services for the Merritt Middle School MPD Conversion. 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 Proposal in response to the RFP. The Offeror's proposal, the Design Fee and Facility Condition Assessment Fee (as defined in paragraph A) and the Hourly Rates (as defined in paragraph B) are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents. (Collectively, the proposal, the Design Fee and the Hourly Rates are referred to as the "Offeror's Bid".)

The Offeror's Bid is as follows:

- A. Design Fee: see attached spreadsheet
- Facility Condition Assessment Fee: \$ _____

The Offeror acknowledges and understands that the Design Fee covers all of the Offeror's costs associated with the preparation of a (i) Concept design; (ii) Schematic Design; (iii) Design Development Documents; and (iv) Construction Documents. The Facility Condition Assessment Fee is a firm, fixed price to fully complete the Facility Condition Assessment work described in the RFP and attachments thereto and that such amount includes funding for work which is not described in the RFP and attachments thereto but which is reasonably inferable therefrom.

- B. Hourly Rates: see attached spreadsheet

The Offeror acknowledges and understands that the attached hourly rates are for construction administration services.

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

1. The Offeror agrees to hold its proposal 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 and subject only to the changes requested in paragraph 5, the Offeror 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 bid form 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 and its principal team members hereby represent and warrant 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's proposal is subject to the following requested changes to the Form of Contract: [INSERT REQUESTED CHANGES. OFFERORS ARE ADVISED THAT THE CHANGES SO IDENTIFIED SHOULD BE SPECIFIC SO AS TO PERMIT THE DEPARTMENT TO EVALUATE THE IMPACT OF THE REQUESTED CHANGES IN ITS REVIEW PROCESS. GENERIC STATEMENTS, SUCH AS "A MUTUALLY ACCEPTABLE CONTRACT" ARE NOT ACCEPTABLE. OFFERORS ARE FURTHER ADVISED THAT THE DEPARTMENT WILL CONSIDER THE REQUESTED CHANGES AS PART OF THE EVALUATION PROCESS.]
6. The Offeror hereby certifies that neither it nor any of its team members 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.
7. This bid form and the Offeror's Bid are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

By: _____
Name: _____
Its: _____

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



*A/E Services for the Merritt MS MPD
Conversion – Preproposal Conference*



**ARCHITECTURAL/ENGINEERING SERVICES
MERRITT MIDDLE SCHOOL MPD CONVERSION
Solicitation #: DCAM-13-AE-0107
Preproposal Conference
January 30, 2013**

Introductions

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Project Overview

- Conversion of the Merritt MS to the MPD 6th District and Youth Investigation Branch.
- Merritt MS, built in 1976, is located at 5002 Hayes Street NE. Ward 7.
- Approx. 90,400 SF situated on a 3.09 acre site (To be verified by the A/E).
- Facility Conditions Assessment required.
- Minimum LEED Silver Certification.
- No major structural work is expected.
- Design development and programming documents provided.
- Delivery method is a modified design-build approach.
- Substantial completion May 15, 2014.
- Project is Fully funded.

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Project Overview Cont'd:

Vehicle Count (6D) - Approximate

97	Scout Cars and Unmarked
53	Bicycles
1	Motorcycle Trailer
1	S.M.A.R.T. Machine
1	Light Tower
19	Motorcycles
8	Segways

Vehicle Count (Youth Division) - Approximate

32	Scout Cars and Unmarked
-----------	--------------------------------

Total of 130 assigned cars. Approximately 40-50% used per shift. This # does NOT include POV's. You usually have one POV per person coming to work. Average shift per tour M-F 0700 – 330 (75-90 people)

Both 6D and YD are open and operate 24/7/365

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Critical items for MPD

- Cell Block areas.
- Sally Ports Doors.
- Parking/Entry/Exit Points (Gated Entry/Force Protection measures).
- Locker Room Lockers.
- Access Control and Security.
- Weapons Storage Systems.
- Power Back Up (Back up Generators).
- Telecom Closets.
- Loading Docks/Vehicle Maintenance Shop/K-9 Flooring coating.



A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Zoning matters highlights.

- Community Outreach.
- Advisory Neighborhood Commissions (ANC).
- Parking.
- Environmental Impact Statement Finding (EISF).

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Other issues and challenge.

- Parking scenarios.
- Geotechnical investigation. (Holding cells, proposed elevators).
- Schedule to meet substantial completion.

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Project timelines (completion dates)

- A/E Notice of Award & Limited NTP: Feb. 28, 2013.
- Assessment Completion: Mar. 31, 2013.
- Concept Design: Apr. 15, 2013.
- RFP for Builder: Apr. 2013.
- Schematic Design: May. 31, 2013.
- Appoint Builder: Jun. 1, 2013.
- Design Development: Aug. 1, 2013.
- Trade Bidding: Aug. 15, - Sep. 15, 2013.
- GMP Submitted: Sep. 30, 2013.
- GMP Approved by Council: Oct. 15, 2013.
- Substantial Completion: May. 15, 2014.

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Project Overview Cont.

Architect Responsibilities (under DGS)

- Facility Condition Assessment
- Concept Design
- Schematic Design
- Design Development Documents (advance to a greater level of detail with regard to the MEP systems and finishes)

Architect Responsibilities (under the Builder)

- Construction Documents
- Construction Administration

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



Compensation Highlights

- Facility Condition Assessment Fee.
- Design Fee (through CDs) & Hourly Rates.

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



LSDBE participation and First Source Employment for DC residents.

- 50% for LSDBEs.
- 35% for SBEs
- 20% DBEs.
- First source employment. 51% DC residents for all new jobs.
- Maximize participation of DC hires.

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



RFP evaluation criteria highlights.

- Proposals scored on a scale of 1 to 100 points. A maximum of additional 12 points can be achieved for LSDBE participation.
- Experience & Reference (30 Points).
- Key Personnel (20 Points).
- Design Approach and Management Plan (20 Points).
- LSDBE Compliance/Utilization (15 points).
- Design-Build/Fast Track Experience (15 points).

A/E Services for the Merritt MS MPD Conversion – Preproposal Conference



RFP solicitation highlights.

- Site Visit today at 12:30 pm.
- Last Day for Questions/Clarifications: Feb. 7, 2013.
- Proposal Due: Feb. 15, 2013 at 2:00 pm or as modified by addendum (Reeves Center 8th floor)

Questions and Answers



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