

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



Addendum No. 3

To


**REQUEST FOR PROPOSALS NO. DCAM-20-AE-RFP-0004
ARCHITECTURAL/ENGINEERING SERVICES
FOR 19th AND LAMONT STREETS, NW – PARK AND STORMWATER IMPROVEMENTS**

Issued: November 18 2019

This Addendum No. 3 is issued and effective as of the date shown above. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

Item No. 1: Answers to questions are attached to this addendum as (Exhibit 1).

Item No. 2: Attachment C (Offeror Letterhead) is revised and attached to this addendum

By: 
Franklin Austin
Contracting Officer

Date: 

- End of Addendum No. 3 -

Architectural/Engineering Services for 19th and Lamont Streets, NW – Park and Stormwater Improvements

DCAM-20-AE-RFP-0004

Questions	Answers
1. Are we required to carry the Environmental Liability/Contractors Pollution Liability Insurance?	Each vendor must comply with the insurance requirements listed in the original RFP issue on October 22, 2019
2. Assume we need to carry the cyber Liability Insurance, Correct?	Each vendor must comply with the insurance requirements listed in the original RFP issue on October 22, 2019
3. In what design phases are cost estimates required and what would be the total number of cost estimates?	Two estimates are to be provided. The first with Schematic Design and second with Design Documents.
4. Do we need to use BIM if this platform is not one of our standard industry applications?	BIM is not required for this project.
5. Will DC UFA and the DC arborist visit the site and take an assessment of the existing trees or is an outside arborist needed?	The Architect and Engineering team should anticipate retaining the services of arborist to assist coordinating its design efforts with UFA.
6. Is a water fountain required in the park?	Yes, a water fountain should be a part of the design consideration.
7. Assume the concrete steps are not part of the park and will remain, Correct?	Depending on the result of the site survey, and establish lot lines, the concrete steps may or may not be a part of the project scope.
8. Is the Design Development Phase deliverables considered 60% complete? The % listed at the top of page 10 of 37 are a little confusing. Could you please clarify?	Provide industry standard deliverable typically associated with 100% Design Development Documents i.e. 60% complete plans and 35% complete specifications.
9. Key personnel – Park design is a landscape architecture practice. Should one of the key personnel be Project Landscape Architect? Would professional registration with the State of Maryland be acceptable?	All potential offerors should verify or confirm this requirement with DCRA.
10. Numbers of meetings: Are meetings with DDOT Public Space Committee,	The six meetings indicated in the RFP is for attending community events/meetings.

<p>DGS and DPR in addition to the six meetings listed in the RFP?</p>	<p>Meetings with DDOT, DOEE, and other district or fed agency are in addition to the six listed in the RFP.</p>
<p>11. Are the meetings for 35%, 60% and 95% in addition to the six meeting listed in the RFP?</p>	<p>The six meetings indicated in the RFP is for attending community events/meetings. Meetings with DDOT, DOEE, and other district or fed agency are in addition to the six listed in the RFP.</p>
<p>12. Are the meetings with CFA, HPO, Office Planning, and others in addition to the six meetings listed in the RFP?</p>	<p>The purpose of the six meetings indicated in the RFP is for attending community events/meetings. Meetings with DDOT, DOEE, and other district or fed agency are in addition to the six listed in the RFP.</p>
<p>13. Will the construction cost estimate be prepared by the selected contractor?</p>	<p>The Design-Build team will be responsible for assembling a preliminary cost estimate at the end of Design Development Documents.</p>
<p>14. Is a landscape architecture firm allowed to be the prime on this project? Notice that there is a licensing requirement in section B.9 of the RFP. Since DC is the only jurisdiction in the country that does not license landscape architects, does that mean that a landscape architecture firm is not permitted to be the prime consultant? For purposes of this contract do you recognize licensure from the MD or VA as equivalent qualifications?</p>	<p>See response to item # 9.</p>
<p>15. Is this project design to budget?</p>	<p>This project is to be designed to the budget.</p>
<p>16. Would you please provide more details about the schedule? The schedule in the RFP seems unrealistic. Concept Design, Schematic design and Design Development are each allotted only 20 days each, to include meetings with stakeholders and agencies and review bodies along with the actual design and documentation. Only 10 days are allotted from submission of the Permit Set to the issuance of the IFC?</p>	<p>The project schedule constraints are January 31, 2020 Design Start and December 1, 2020 Construction Finish. The aggressive schedule was assembled to help the project team realize this goal. The 20 days are business days.</p>

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Attachment C

[Offeror's Letterhead]

[Insert Date]

District of Columbia Department of General Services
2000 14th Street, NW
Washington, D.C. 20009

Attention: George G. Lewis
Associate Director/ Chief Contracting Officer

Reference: Request for Proposals ("RFP") – DCAM-20-AE-RFP-0004
Architectural/Engineering Services – 10th and Lamont Streets, NW – Park and
Storm water Improvements

Dear Mr. Lewis:

On behalf of [INSERT NAME OF Offeror] (the "Offeror"), I am pleased to submit this proposal in response to the Department of General Services' (the "Department" or "DGS") "RFP" to provide Architectural/Engineering Services for the 19th and Lamont Streets, NW – Park and Storm water Improvements project. 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 including the Design 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:

Design Phase

Preliminary Assessment and Refinement	\$ _____
Concept Design	\$ _____
Schematic Design	\$ _____
Schematic Design Cost Estimating Services	\$ _____
Design Development	\$ _____
Design Development Cost Estimating Services	\$ _____

Permit Set	\$ _____
Construction Documents	\$ _____
Construction Administration Services	\$ _____
Total Design Fee	\$ _____

B. Hourly Rates:

Position	Hourly Rate
Design Principal	\$ _____/hour
Project Architect	\$ _____/hour
Project Designer	\$ _____/hour
MEP Engineer	\$ _____/hour
Structural Engineer	\$ _____/hour

The Offeror acknowledges and understands that the Design Fee is a fixed fee and covers all of the Offeror's costs associated with the preparation of (i) a preliminary assessment and refinement (if necessary) of the concept design; (ii) schematic design; (ii) design development documents; (iii) a permit set of construction documents; (iv) a complete, coordinated set of construction documents; and (v) construction administration services.

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

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.

1. 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.
2. 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.
3. 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 sub-consultant 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: _____
Title: _____