

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



**Addendum No. 3  
To  
On-Call Construction, Repairs & Replacement (CRR) Services  
Request for Qualifications (“RFQ”) No. DCAM-20-CS-RFQ-0001**

**Issued: April 17, 2020**

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This Addendum No. 3 is hereby issued and published on DGS’ website on *April 17, 2020*. Except as modified hereby, the Request for Qualifications (“RFQ”) remains unmodified.

**Item # 1:** The Questions and Answers Spreadsheet is hereby attached as **Exhibit 1**.

**Item # 2:** The Attendance Sheet from the Project Information Meeting held via a conference call on *April 2, 2020* is hereby attached as **Exhibit 2**.

**Item # 3:** Section E.4.1.4 - Project Management Plan is hereby revised as follows:

“The Project Management Plan should contain the information requested in Section D.4.3 of the RFQ”.

**Item # 4:** Section D.4.2 Key Personnel (25 points) (of the RFQ) is hereby revised as follows:

**Section D.4.2 Key Personnel (25 points)**

The Offeror should include within its SOQ Submission sample resumes of its key personnel positions that will be assigned to work pursuant to the scope of this RFQ. At a minimum, this should include two (2) resumes each (i) the key Project Manager(s) who will supervise the work, (ii) the Assistant Project Manager; and (iii) the Field Superintendents who will oversee the work in the field. The Offeror should also indicate what percentage of each such person’s time will be devoted to this Project. **This element of the evaluation is worth up to twenty-five (25) points.**

**Item # 5:** Section E.4.1.2(C) - General Team Information and Firm(s) Data (of the RFQ) is hereby revised as follows:

C. Description of the team organization and personal qualifications of key staff, including:

- i. Identification of the single point of contact for the Contractor.
- ii. Organizational chart illustrating reporting lines and names and titles for key participants proposed by the team.
- iii. Resumes for each key participant on the team, including definition of that person’s role, relevant project experience, and current workload over the next two years.
- iv. Experience that the key team members have working together.

**Item # 6:** Section E.4.1.5 Capacity (of the RFQ) is hereby revised as follows:

**E.4.1.5 Capacity**

Offerors shall submit a detailed analysis demonstrating that they have the necessary capacity to meet projects schedule. This plan must identify the necessary resources required for the completion of the Project and must include at a minimum the following:

- i. List number of years the firm has been in business
- ii. Provide copy of your firm's Dun & Bradstreet report for calendar year 2019
- iii. List your annual volume of work (in construction dollars) during the past five (5) years for the firm responsible to execute the work under this RFQ.
- iv. Describe the percentage of your business mix between Public sector and Private sector during the past five (5) years

**By:** \_\_\_\_\_  
Franklin Austin, CPPB, CPM  
Contracting Officer

**Date:** April 17, 2020

- End of Addendum No. 3

**Exhibit 1**  
**Questions and Answers Spreadsheet**  
**(See following page)**

**On-Call Construction, Repair & Replacement (CRR) Services**  
**Request for Qualifications (“RFQ”) No. DCAM-20-CS-RFQ-0001**

***Questions & Answers Spreadsheet***

No.	Questions	Department Responses
1	Is this contract best value or lowest price technically acceptable?	<p>No. The resulting contract(s) will be a Basic Ordering Agreements (“BOA(s)”) included in RFQ as Attachment G.</p> <p><i>See Sections, A.1.Project Delivery and B.2 Competitive Bidding.</i></p>
2	Should all attachments be submitted with the “Request for Qualifications” on April 20, 2020? Are attachments that do not require information such as Attachment C – “Standard Contract Provisions” needed in the first submission or are they required to complete the package, for submission	Offerors do not need to include DGS’ Standard Contract Provisions with their submission.
3	<p>Based on A.1.4 Section B- The narrative scope of work will not include a complete drawing during the request for task order proposal.</p> <ul style="list-style-type: none"> <li>a. What is the design stage of the document that will be provided with RFTOP? Please clarify</li> <li>b. Does the design build contractor will provide GMP on the design document provided? Please clarify</li> <li>c. Is it a responsibility of the Design Build Contractor to provide the next phase of the design up to 100% construction document? Please clarify.</li> </ul>	<ul style="list-style-type: none"> <li>a. Design stage will vary. Contractors will be allowed o ask clarifications questions at that time.</li> <li>b. Pricing will be at the discretion of the Agency. GMP, lumpsum fixed-price are all possible pricing options</li> <li>c. This RFP identified Design-Build as one of the procurement and pricing options and therefore, completing to 100% construction document design would be included. The Contractor will include the design completion fees as part of their proposal if directed so by the Task Order.</li> </ul>
4	Do the statement of qualifications (“SOQ”) will be delivered through hand/mail OR electronically? Please clarify	Pursuant to the current District of Columbia Government, State of Emergency executive order signed by Mayor Muriel Bowser on March 11, 2020 in response to the current SARS-CoV-2 (COVID-19) Coronavirus-19 Pandemic, <i>all Statement of Qualifications (“SOQs”)</i>

		<p>shall be submitted electronically on the SOQs submission due date via email to the following individuals:</p> <p>Contract Specialist: Ahmad Stanekzai ahmad.stanekzai@dc.gov</p> <p>Please also copy:</p> <p>Contracting Officer: Franklin Austin franklin.austin5@dc.gov</p> <p><i>See Addendum No. 1, published on DGS' website.</i></p>
5	Please extend the bid to have enough time to work on the SOQ.	See Addendum No. 2. The SOQs due date is extended to <b><i>April 30, 2020 at 2:00 pm.</i></b>
6	RFQ stated "The Project Management Plan should contain the information requested in Section D.3.3" - Should it be corrected as Section D4.3 but not D3.3 (is Offeror Attendees)	Correct. The Project Management Plan should contain the information requested in Section D.4.3. <i>See Addendum No. 2.</i>
7	Can you confirm section E4.2.2 excluded in this proposal - No need submit a Subcontracting Plan in this technical Proposal (SOQ).	Subcontracting Plan is not required to be submitted at time of submitting the SOQ. However, post award, SBE Subcontracting Plan may apply to all projects \$250,000 or more and its requirement will be determined on a per Task Order Agreement basis. Please also review <i>Section C.3 - Mandatory Subcontracting Requirements.</i>
8	Can you confirm section E4.2.3 excluded in this proposal - No need submit a First Source in this technical Proposal (SOQ).	First Source Employment Agreement is not required to be submitted at time of submitting the SOQ. However, post award, First Source Employment Agreement may apply to all projects totaling \$300,000 or more and its requirement will be determined on a per Task Order Agreement basis.
9	Can we have the due date extended?	See Response to Item # 5.
10	I understand we must submit a SOQ that covers all aspects pointed out under section E.4.1 of the RFQ, which includes basic information about:	

- a. E.4.1.2 - Executive Summary requires a list of all contractor personnel and sub-consultants. At this point in time, given there is no specific project, there is no defined subcontractor list. Please, can you clarify if this is the requirement or if I misunderstood what is needed?
- b. E.4.1.2 - Executive Summary states Contractor Personnel should be listed. I assume it refers to all current employees, since they might be engaged once a specific project is undergoing. This would be fine tuned when the bid process starts.
- c. E.4.1.3 - Past Performance, Experience & References. We have taken part in little to none projects for the government (may have performed some work years so), so might not have any information available that tailors to past government-related jobs and contact information. May these references be replaced by private contracts with individuals?
- d. E.4.1.4 – Project Management Plan. I assume this is a generic plan as outlined in section E.3.3 of the RFQ
- e. E.4.1.7 – Bidder Offeror Certification Letter. Is the solicitation # DCAM-20-CS? If not, could you please provide?
- f. E.4.1.8 – Tax Affidavit. There are 2 boxes to fill out information. The bottom box requires Lot and Square information, Contract #, and Unemployment Insurance account. Could you clarify what these refer to?

**Response to Item (a):**

It is required. This Section asks for Prime Contractor's information and any proposed Ssubconsultants, if any to provide On-Call Construction, Repair and Replacement Services. Please also refer to Addendum No. 2 for revision to Section E.4.1.2 (C).

**Response to Item (b):**

See above. Please review the information required under this Section as applicable.

**Response to Item (c):**

The requirement is outlined under Sections, D.4.1 & E.4.1.3.

**Response to Item (d):**

Correct. Generic plan but fit to an HVAC scope.

**Response to Item (e):**

The Solicitation number is DCAM-CS-RFQ-0001.

**Response to Item (f):**

It is self-explanatory. However, see the below table.

Authorized Agent	<i>Offeror's Authorized Individual Name</i>
Principal Officer Name & Title	<i>Offeror's Principal Officer Name &amp; Title</i>
Square & Lot Information	<i>N/A</i>

		<table><tr><td>Federal Identification Number</td><td><i>It is self-explanatory.</i></td></tr><tr><td>Contract Number</td><td><i>DCAM-20-CS-RFQ-0002</i></td></tr><tr><td>Unemployment Insurance Account No.</td><td><i>Add Unemployment Insurance Account No</i></td></tr></table>	Federal Identification Number	<i>It is self-explanatory.</i>	Contract Number	<i>DCAM-20-CS-RFQ-0002</i>	Unemployment Insurance Account No.	<i>Add Unemployment Insurance Account No</i>
Federal Identification Number	<i>It is self-explanatory.</i>							
Contract Number	<i>DCAM-20-CS-RFQ-0002</i>							
Unemployment Insurance Account No.	<i>Add Unemployment Insurance Account No</i>							
11	My review of the required documentation really only captures the E.4.1 as the necessary documents. Can you point me in the right direction in case I missed any critical deliverables?	We recommend to review thoroughly Section E – SOQs Organization, Submission Procedures & Pretest. Please also visit DGS’s website for any Addendums issued prior to submission date.						
12	Section E.4.1.3 (B) states that Past Performance Evaluation Forms are to be "completed by a former client/owner and submitted on behalf of the Offeror directly to <a href="mailto:ahmad.stanekzai@dc.gov">ahmad.stanekzai@dc.gov</a> by the due date for Proposals." We already have in hand fully completed Past Performance Evaluation Forms for the projects that we are submitting as part of our proposal, as we have used them in previous DGS proposals. Is it acceptable to re-use the forms that we have and include them as part of our SOQ? Or do we have to have the client/owners submit them directly to the City?	<p>The client(s)/owner(s) must submit Past Performance Evaluation Forms directly to Contract Specialist at <a href="mailto:ahmad.stanekzai@dc.gov">ahmad.stanekzai@dc.gov</a> listed in RFQ.</p> <p>Past Performance Evaluation Forms submitted by other than Owners/Clients will be ignored.</p>						
13	Item E4.2 and Item E4.2.1 Pricing sections are not required in this phase and should be exclude in this proposal submission package.	That is correct. The goal of this RFQ is to establish a roster of pre-qualified contractors that can quickly compete for on-call construction, repair and replacement services projects as they arise.						
14	Item E4.2.2 SBE Subcontracting plan section is not required in this phase and should be exclude in this proposal submission package.	See the response to Item # 8.						
15	Item E4.2.3 First Sources Employment Agreement section is not required in this phase and should be exclude in this proposal submission package.	See the response to Item # 9.						
16	Should the Clean Hand Certification will be included at the end of E.4.1.5 The Capacity section or included in the E4.1.8 Tax affidavit?	Include a copy of clean hands as a separate attachment or at the end of your submission.						
17	Is a bid bond required for submission?	No.						

18	Is there an anticipated timeframe for award?	The anticipated timeframe for award is End of June 2020. Removed.
19	Should we send a 2018 or 2019 Dun and Bradstreet report? The RFP calls for a 2018.	Please include 2019 Dun and Bradstreet report.
20	C.2 under Economic Inclusion and Compliance says that offerors must submit a subcontracting plan with their proposal or else be disqualified. Please clarify how an offeror can be in compliance with this requirement for submission- there are no subcontractors or actual pricing being submitted. These are typically filled out for each RFTOP.	<p>The Subcontracting Plan is not required with your submission. Please see the language at the end of this para “If required by law”. Please refer to <i>Section C.3 - Mandatory Subcontracting Requirements</i>:</p> <p style="padding-left: 40px;">a) Unless the Director of DSLBD has approved a waiver in writing in accordance with D.C. Official Code § 2-218.51, for all contracts in excess of \$250,000, for all contracts in excess of \$250,000, at least 35% of the dollar volume of the contract shall be subcontracted to SBEs.</p> <p>Please also refer to <i>Section E.4.2.2 - SBE Subcontracting Plan</i>: “SBE Subcontracting Plan may apply to all projects and its requirement will be determined on a per Task Order Agreement basis”.</p>
21	Section E.4.1.5 Capacity. Do we have to provide a Bondability Letter from our Bonding company as part of our Capacity?	No Bondability Letter is required. Offerors shall submit a detailed analysis demonstrating that they have the necessary capacity to meet projects schedule. Please refer to the details of Section E.4.1.5.
22	Since a D&B report is a considerable cost, may we submit a D&B report after contract award?	D&B report is required at time of the SOQs submission due date.
23	Please consider an extension of the due date to April 27, 2020.	See Response to Item # 5.
24	We are pondering whether to apply just as LOFFT or to establish a Joint Venture with another CBE company to strengthen the capabilities of this new organization and improve the deliverable to DGS for every future project it is awarded. The first item we need to address is the time it will take to legally establish the Joint	For a joint Venture to be evaluated as a CBE, the JV must be approved by DSLBD at time of submission.



	<p>Venture (my understanding is 3-4 weeks is the average time to have this done with DSLBD) with respect to the April 20, 2020 deadline to submit the SOQ for this CRR services. From your point of view, would it be acceptable to complete the submission once the Joint Venture is recorded? Should we commence filling out the submission taking into account the expected operation of the JV, noting the legal entity is being processed? Would this JV not be admissible at this point in time?</p>	<p>This is a business decision for the potential Offerors to consider and should discuss the timing of approving and/or certifying any JV arrangement with DSLBD.</p> <p>See Item # 6 for any extensions.</p>
25	<p>D.4.2 - List full Org chart of whole Company staff, then asks for Key PMs, APMs and Superintendents who will oversee the work. Then asks to submit a roster of PMs, and Superintendents who would be available to oversee the work.</p> <p>E.4.1.2 C2 &amp; C3 - Asks for another Org Chart and then asks for list of people proposed for the project. Then Individuals resume. How would we know when the project would start or finish and therefore which individuals would be on the associated project?</p> <p>E.4.1.5 vi - Submit in tabular format listing all full time staff and their roles and then designate Key Personnel. (already asking for two org charts above).</p> <p>E.4.1.6 Asks again for Key Personnel, PMs, APMs and Superintendents. Is this part for the RFTOP or this RFQ?</p>	<p>The Offerors should note that Section D (of the RFQ) discusses the Evaluation &amp; Award Criteria and Section E (of the RFQ) discusses the Statement of Qualifications (SOQ) Organization and Submission Procedures. For clarity, some sections are hereby revised.</p> <p>Section D.4.2 Key Personnel revised – See Addendum No. 2.</p> <p>The result of tis RFQ will be a Basic Ordering Agreement (BOA), an IDIQ type contract. At this time, the Offerors should include with their submission/SOQ, the Key Personnel required under Section D.4.2 (See Addendum No. 2), but specific personnel would be specified in the RFTOP.</p> <p>Section E.4.1.5 Capacity revised- See Addendum No. 2. This item removed.</p> <p>Section D discusses the Evaluation and Award criteria and Section E discusses the SOQs Organization &amp; Submission. <i>This is part of the RFQ to evaluate the proposed Key Personnel.</i></p>
26	<p>If we have a teaming partner, should we have double the number of project profiles, questionnaires, or just 5 total?</p>	<p>The Department will shortly respond to this question.</p>

**Exhibit 2**  
**Project Information Meeting/Conference Call's Attendance Sheet**  
**(See following page)**

**On-Call Construction, Repair & Replacement (CRR) Services  
Request for Qualifications (“RFQ”) No. DCAM-20-CS-RFQ-0001**

**Project Information Meeting – Conference Call Attendance List**

**April 2, 2020 at 11:00 A.M.**

<b>S. No</b>	<b>Firm Name</b>	<b>Participant Name</b>	<b>Email</b>
1	CONSYS, Inc.	Vijay R. Kasimsetty	<a href="mailto:Vijay@consys-inc.net">Vijay@consys-inc.net</a>
2	CONSYS, Inc.	Raj Shukla	<a href="mailto:raj@consys-inc.net">raj@consys-inc.net</a>
3	KONSTRUCTURE	Kevin R. Mohammed	<a href="mailto:kevin@konstructurellc.com">kevin@konstructurellc.com</a>
4	Federal Contractors Inc.	Lisa Deane	<a href="mailto:Lisa.Deane@federalci.com">Lisa.Deane@federalci.com</a>
5	Chiaramonte Construction Company	Tai Pham	<a href="mailto:tpham@cc-builder.com">tpham@cc-builder.com</a>
6	KIM Engineering	Matthew W. Wager	<a href="mailto:matthewwager@kimengineering.com">matthewwager@kimengineering.com</a>
7	Keystone Plus Construction	Astrid Gomez	<a href="mailto:agomez@keystonedc.com">agomez@keystonedc.com</a>
8	HEP Construction	Wanda Briscoe	<a href="mailto:wrbriscoe@hepconstruction.com">wrbriscoe@hepconstruction.com</a>
9	Kadcon	Keith Brown	<a href="mailto:kbrown@kadcon.com">kbrown@kadcon.com</a>
10	Odyssey Construction LLC	Monica Evans	<a href="mailto:monica@odysseyconstructiondc.com">monica@odysseyconstructiondc.com</a>
11	Odyssey Construction LLC	John Taylor	<a href="mailto:jtaylor@odysseyconstructiondc.com">jtaylor@odysseyconstructiondc.com</a>
12	Bedd Group	Glenn Mitchell	<a href="mailto:nnolan@beddgroup.com">nnolan@beddgroup.com</a> <a href="mailto:gmitchell@beddgroup.com">gmitchell@beddgroup.com</a>
13	Janey Construction Management DC	Simba Sana	<a href="mailto:ssana@janeycodc.com">ssana@janeycodc.com</a>