



# WELCOME

## Pre-Bid Conference

Invitation for Bid (“IFB”)

# Purchase and Installation of Electronic Security System Devices

Solicitation No.: [DCAM-22-NC-IFB-0006](#)

Monday, May 23, 2022 – 2:00 PM EST

# DISCLAIMER



- The information contained in this presentation is for informational purposes only.
- In the event of a discrepancy between the information contained herein and the IFB documents, the IFB documents will take precedence.
- Remarks and explanations during this conference do not qualify or amend the terms of the solicitation.
- Nothing stated at the pre-bid conference shall change the solicitation unless the change is made by way of a written addendum.

# HOUSEKEEPING



*If you have not yet done so, please confirm your attendance of today's Pre-Bid WebX at the link below following today's meeting.*

<https://dcnet.webex.com/dcnet/j.php?RGID=r79ed1c5b1aea4d67c05a1cf53b4df09b>

*If you are unable to register with the link, please send an email to [dgs.goods-services@dc.gov](mailto:dgs.goods-services@dc.gov) confirming your attendance of today's Pre-bid WebX by 5:00pm today, May 23, 2022 – Include your Name and Contact information.*

# HOUSEKEEPING



- ✓ Please mute your devices **now**
- ✓ You may enable or disable your video feed based on your own preference
- ✓ Please reserve questions until the end of the presentation
- ✓ Feel free to chat with participants using the in-meeting chat function
- ✓ During the Q&A please utilize and submit all questions via the in-meeting chat function
- ✓ This Pre-bid slide-deck will be made available to the public via Addenda to the solicitation and posted to the Departments Solicitation landing page.
- ✓ As a reminder **ALL** verbal questions should be submitted to Contracts and Procurement for consideration and a formal response via the Vendor Bid/Proposal Submission Portal

<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>

# MEETING AGENDA



- I. Introductions
- II. Procurement Schedule
- III. Project Description and Key Elements
  - Executive Summary
  - Contract Type
  - Overview of SOW
  - Special Standards of Responsibility
- IV. Explanation To Prospective Bidders
- V. Bid Submission Requirements
- VI. Bid Submission Method & Deadline



## ➤ Contracts and Procurement (“C&P”)

- **George G. Lewis, CPPO** Chief of Contracts & Procurement  
Chief Procurement Officer
- **Domonique L. Banks** Contracting Officer  
Supervisory, Contract Specialist
- **Kianna Shepherd** Senior Contract Specialist

## ➤ Protective Services Division (“PSD”)

- **Alan Coleman** Supervisory Physical Security Specialist (COTR)
- **Christopher Prince** Deputy Associate Director
- **Jared White** Senior Physical Security Specialist

# PROCUREMENT SCHEDULE



- **Issue Date:** Thursday. May 19, 2022
- **Pre-Bid Conference:** Monday, May 23, 2022 at 2:00PM EST
- **Last day for Questions:** [Wednesday, May 25, 2022 by COB](#)  
Questions shall be submitted via the Vendor Bid/Proposal Submission Portal.  
**Vendor Bid/Proposal Submission Portal:**  
<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>  
**Subject:** DCAM-22-NC-IFB 0006- IFB- Electronic Security System Devices
- **Bid Submission Date:** Section [L.11.1.1] [Friday, June 3, 2022, at 10:00 A.M.](#)
- **Public Bid Opening:** Section [L.15] [Friday, June 3, 2022, at 2:00 P.M.](#)

# PROJECT DESCRIPTION AND KEY ELEMENTS



## ➤ Overview

- The Government of the District of Columbia, acting by and through its Department of General Services (the “Department” or “DGS”) Division of Contracts and Procurement (“C&P”) (collectively the “District”) is issuing this Invitation for Bids (“IFB”) to engage a single firm to provide the Purchase and Installation of Electronic Security System Devices for various Department of Parks and Recreation (DPR) facilities on behalf of the Protective Service Division (“PSD”). All supplies shall be furnished to the Department in accordance with requirements of this IFB, the Scope of Work Section [C], the District of Columbia's Department of General Services Standard Contract Provisions (“SCP”) for Supplies and Services Contracts, January 2016 Exhibit J.1, and other associated Exhibits in Section [J] of this IFB.

## ➤ Type of Contract

- The Department contemplates the award of a single Fixed-Price type contract in accordance with Title 27 DCMR Chapter 47, Section 4712 and Title 27 DCMR Section 2402 FIXED-PRICE CONTRACTS.



# OVERVIEW OF SOW



- *The Contractor shall perform the required purchase, installation and integration services for all properties defined in Exhibit J.10 – Bid Form and Exhibit J.11 – List of Locations and Priority\*.*
- *Time is of the essence with respect to the contract. As such, it is the District’s expectation that the contractor dedicate such personnel and other resources as are necessary to ensure that the required services are completed on time and in a diligent, skilled, and professional manner to be completed by the contract end date.*
- *Bidders should take care to review the **ENTIRE** IFB solicitation document, assuring its full understanding of the District’s expectations and terms & conditions. Contractors will **not** be relieved from assuming all responsibility for properly estimating the difficulties and the cost of performing the services required herein due to their failure to investigate the conditions, or to become fully acquainted with all information, schedules and liability concerning the services to be performed as provided by the District.*

# Special Standards of Responsibility



- **L.25.2.1-** The Contractor shall staff at all times throughout the life of the contract key personnel who demonstrate the qualifications and technical competence necessary to perform the District's requirements as described herein. The bidder shall furnish with its bid a list of all Key Personnel including but not limited to the Project Manager, in accordance with **Section C.5.3**.
  
- In addition, the bidder shall furnish with its bid, proof of the following:
  - Bidder shall be a current RS2 Level 3 certified company.
  - Bidder must submit evidence that it is currently authorized, factory trained, and certified by Milestone Systems as an "Advanced Certified" company for system deployment and sustainment.
  - Bidder must submit evidence it is authorized, factory trained, and certified by Assa Abloy as an Authorized Channel Partner for Integrated Wiegand Products.
  - Bidder must provide a copy of their current Security Alarm Agent/Dealer License as issued by the District Department of Consumer and Regulatory Affairs (DCRA).

# EXPLANATION TO PROSPECTIVE BIDDERS



- All questions and answers discussed during this WebX Conference are for discussion purposes only and all questions ***must be*** formally submitted to the Department for an official response.
- **Questions shall be submitted via the Vendor Bid/Proposal Submission Portal and labeled accordingly:**

**Vendor Bid/Proposal Submission Portal :**

<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>

**Contract Specialist: Kianna Shepherd**

**Subject:** DCAM-22-NC-IFB-0006 - Purchase and Installation of Electronic Security System Devices (Attention: Kianna Shepherd)

If a prospective Bidder has any questions relating to this solicitation, the prospective Bidder shall submit the question via the Vendor Bid/Proposal Submission Portal to the attention of Contract Specialist Kianna Shepherd). The prospective Bidder should submit questions no later than ***close of business on Wednesday May 25, 2022***. The Department will furnish responses via addenda issued to the solicitation and posted to the Department's Solicitation Web page found at <https://dgs.dc.gov/page/dgs-solicitations>. An addenda to the solicitation will be issued only if the CO decides that information is necessary in submitting offers, or if the lack of it would be prejudicial to any prospective Bidder. Oral explanations or instructions given by Department officials before the award of the Contract will not be binding.

# BID SUBMISSION REQUIREMENTS



## ➤ INVITATION FOR BID SUBMISSION REQUIREMENTS:

Each Compliance Document must be organized and prepared as follows and submitted as individual .pdf documents:

- i.* Bidder/Offeror Certification revised September 2021 – (Exhibit J.13)
- ii.* DOES 1st Source Agreement – (Exhibit J.14)
- iii.* DOES 1st Source Employment Plan – (Exhibit J.15)
- iv.* DSLBD SubContracting Plan Form – (Exhibit J.16)
- v.* DOES EEO Policy and Report – (Exhibit J.17)
- vi.* Certificate of District City-wide Clean Hands – (Exhibit J.18)  
*The taxpayer must self-generate and provide the agencies with the Clean Hands Certificate from the OTR self-service portal located at – [mytax.dc.gov](https://mytax.dc.gov)*
- vi.* Bid Form Price (Exhibit J.11)
- vii.* Payment and Performance Bond (Exhibit J.12)

# BID SUBMISSION METHOD & DEADLINE



## ➤ Electronic Bid Submission:

**L.11.1.1** Bids must be submitted into the Department's Vendor Bid/Proposal Submission Website (Submission Instruction – **Attachment J.9** no later than, [10:00 a.m. on Friday June 3, 2022.](#)

**Vendor Bid/Proposal Submission Portal:**

<https://octo.quickbase.com/db/bq7rujdk2?a=dbpage&pageID=2>

**Solicitation ID:**

DCAM-22-NC-IFB-0006

**Project Name:**

Electronic Security System Devices (Attention: Kianna Shepherd)

**Designated Contract Specialist:**

Kianna Shepherd

**NOTE:** Bidders may group attachments when submitted and attaching to (1) of the (3) attachments.

**L.11.1.2** Hand-delivered, postal services delivery, email, telephonic, telegraphic, and or facsimile Bids will **not** be accepted or considered for award.

# PUBLIC BID OPEING



## ➤ Public Bid Opening

The District shall make publicly available the name of each bidder, the bid price, and other information that is deemed appropriate. The Department will host a **Webinar** public bid opening at [2:00 p.m. on Friday June 3, 2022.](#)

**Registration Link:** <https://dcnet.webex.com/dcnet/j.php?RGID=r50a344e3a1fffc707ce86814f0818969>

**Event link:** <https://dcnet.webex.com/dcnet/j.php?MTID=m760048b127d424d2c9f8b2bc37b6349f>

**Event No.:** 2303 141 8017

**Event Password:** t4Cpu353nrP *Case Sensitive*

**Join by Phone:** +1-202-860-2110 United States Toll (Washington D.C.)  
1-650-479-3208 Call-in number (US/Canada)

**Access Code:** 2303 141 8017

**L.15.1** The public bid opening will be held via a Web-X as noted above in **Section [L.15]**. To participate in the Web-x for the subject IFB public bid opening, on the date and time specified above, please utilize the embedded hyperlinks to automatically direct you to the virtual WebX pre-registration and meeting room. You will be prompted to provide the meeting no. listed above and then the meeting password. Please remember the meeting password is case sensitive.

**L.15.1.1** If the Webinar has not started yet, you will be placed in a queue until the host starts the webcast. If you join the call after it has started, the system will automatically join you to the call. To exit the Webinar, simply hang up and/ or exit.



# QUESTIONS?



# Connect with DGS!



**Contact: [DGS@dc.gov](mailto:DGS@dc.gov)**



**Facebook: [www.facebook.com/dcdg](http://www.facebook.com/dcdg)**



**Twitter: [www.twitter.com/dcdg](http://www.twitter.com/dcdg)**



**Instagram: [www.instagram.com/dcdg](http://www.instagram.com/dcdg)**



@dcdg

