

DCAM-18-NC-0112

Consolidated Maintenance Services for DHS Short Term Family Housing Facilities

ADDENDUM NO. 1 - EXHIBIT D

NO.	QUESTIONS	ANSWER
1	There are no Mechanical, Electrical, Plumbing, Fire Life Safety or Security Drawings in section C. 2 for the 5500 5th Street site only structural drawings were provided. Can DGS provide those drawings to include equipment schedules.?	No, the District does not have this information at this time and may be available post-award during the building commissioning phase.
2	Is the contractor responsible for annual/semi-annual window cleaning at any location?	See Addendum No. 1 Item No. 4
3	C.10, page 58: Who is the manufacturer for the elevators at each location?	OTIS is the elevator manufacturer.
4	C.11, page 65: Who is the manufacturer of the BAS for each location?	Please refer to the Drawings for these specs.
5	C.12, page 68: Who is the mfg., installer of the Fire Life Safety equipment?	Please see the facility drawings for the Fire Life Safety equipment manufacturer. A link to these documents can be found in Section [C.2]. The A. Wash & Associates, Inc. is the installer for this equipment.
6	C.14.42.1, page 97: What are the terms of the warranties covering each item of equipment?	The warranty terms vary by equipment, this information will be provided post-award during the building commissioning phase.
7	C.21.3, page 112: Does DHS have an agency-wide policy for handling of lost keys? What is that policy?	DHS does not have a agency wide policy for handling lost keys; however, lost keys shall be handled in accordance with Section C.21.3.
8	C.23.1.1.3, page 120: Is the Contractor required to include Green Cleaning and Waste Management, which are not part of this contract, in the LEED building maintenance proposal required by this section? What are the contractor's responsibilities for waste management at each location?	Janitorial Services (inclusive of green cleaning) is not included as a monthly, basic services requirement; however, should the Department require janitorial services the Contractor will be compensated under Supplemental Services on a Cost Reimbursable basis. Waste management services will be provided by the District under the current city-wide trash collection services contract. However, the Contractor awarded under this solicitation will be responsible for wheeling trash "carts" dumpsters to the designated curb.

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9	<p>C.25.1.3, page 128: This section requires that the three Key Personnel positions, including Chief Engineer and the Maintenance Worker, possess a minimum of ..."3 years experience working on a facility similar in size and complexity..."</p> <p>a. C.25.1.3.2, page 129, requires the Chief Engineer have "At least five (5) years of recent (within the past ten (10) years) experience in directing personnel who are responsible for operating and servicing of a building of relevant size, type, complexity and scope to this Contract...",". Please clarify.</p> <p>b. C.25.1.3.3, page 130, requires the Maintenance Worker have "At least five (5) years of recent (within the past ten (10) years) experience in performing general maintenance services "in-house" at building(s) of relevant size, type, complexity and scope to this solicitation; ". Please clarify.</p>	See Addendum No. 01, Item No(s). 5, 6 and 7
10	<p>C.25.1.3.2, , page 129: On-Site Chief Engineer (CE) The Contractor shall designate a qualified Chief Engineer (CE) as lead technical person for the engineering services in the Facility. The RFP states the following; The CE must Possess and retain a District of Columbia 1st Class Stationary Engineers license as required by the District. Does DGS require a DC 1st class stationary engineer?</p>	Yes, in accordance with Section C.25.1.3.2 (d) the on-site Chief Engineer is required to possess and retain a District of Columbia 1st Class Stationary Engineers license as required by the District.
11	<p>C.25.1.13.1, page 138: May the contractor substitute a fingerprint-based electronic time-keeping system for the requirements of this section?</p>	No, a substitution will not be permitted.
12	<p>C.26.1.1, page 151: This section is titled "Reimbursable Repairs Initial Deficiency List". There is no further mention of the Initial Deficiency List in the section.</p> <p>C.26.1.2.4, page 152, states that repairs of items on the Initial Deficiency List will be 100% reimbursable, not covered by the \$1500 threshold. Should the term Initial Deficiency List be removed from C.26.1.1?</p>	See Section C.14.26.1 Initial Deficiency List (IDL) which explains initial deficiency list and intent. Section C.26.1.1 is applicable, even though these are new buildings there are bound to be building issues and the Contractor shall collect and document all initial deficiency as prescribed.
13	<p>F.1.1, page 158, states that the contract will begin September 1, 2018. F.2.1.1 states that the option periods will begin on October 1 of each subsequent year. Which is correct?</p>	See Addendum No. 01, Item No. 8

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14	H.9.1.3, page 178, states that “A prime Contractor that is certified by DSLBD as a small, local or disadvantaged business enterprise shall not be required to comply with the provisions of Sections [H.9.1.1] and [H.9.1.2].”. H.9.1.1 requires that 35% of the dollar value of the Contract shall be subcontracted to ...SBEs. Does H.9.1.3 mean that DSLBD prime contractors are not required to subcontract 35% of the contract amount to SBEs?	If the Prime Contractor is an DSLBD certified SBE firm, the Prime is not required to subcontract if the prime is able to perform all services with its own resources. However, in the event that the Prime requires sub-consultant to satisfy the Districts requirements under the SOW, then all DSLBD Subcontracting requirements apply.
15	I.8.1.2, page 204: Is the contractor required to carry Automobile Insurance naming DGS as an additional insured if it has no vehicles assigned to this project?	Yes, the insurance requirements for this Scope of Services were vetted and stipulated by the Districts Office of Risk Management (ORM).
16	Page 220: The required qualifications of the Chief Engineer include the requirement that he or she have a valid Pool Operator’s license. Can this requirement be removed, as there are no pools at these sites?	See Addendum No. 01, Item No. 9
17	Can you give us the number of days that a family can stay at the shelter? This will enable us to estimate the number of room turns that we will be responsible for.	The Department of Human Services (DHS) is anticipating families staying 90-120 days. However, DHS recognizes that some families may stay up to 6 months. DHS will determine the length a families stays on a case by case basis.
18	Is it possible that DGS could award all three shelters to one contractor?	In accordance with Section [B.1.1] the District will award only one (1) Contractor to a targeted facility; however, the District reserves the right at its sole discretion to award more than one (1) targeted facility to a Contractor.
19	Is the intent that we provide one technical proposal and three separate price proposals if we intend to bid on all three shelters?	This is correct, keeping in mind it is in the best interest of the Offeror to highlight its capabilities to perform the required services for each individual facility it submits a proposal for.
20	Is the intent that we provide one redacted hard copy of our technical proposal?	No, per Section [L.14] the Offeror must submit an electronic copy of its proposal, redacted. The redacted proposal should be included with the USB flash drive submission.

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21	The bond forms do not have any annualized wording. Will annualized payment and performance bond forms from the surety company be accepted by DGS? Please see the attached forms. If not, can DGS add expiration dates to their forms?	Annualized payment and performance bonds that cover the contract's term or period of performance (i.e., the base year and each option year, if applicable) can be accepted upon review and approval by District. In the alternative, the District can add expiration dates to its bond forms that track the contract's term or period of performance. These exceptions will be reviewed and negotiated during the contract award period.
22	Can you please provide the name of the HVAC installer for each of the facilities?	Please refer to the Drawings for these specs.
23	Will the GC perform a thermographic scan of the 3 facilities before turning them over to the District?	No, the GC will not perform a thermographic scan prior to the facility turn-over.
24	Please provide the make and model and size of the generators at each site.	Please refer to the Drawings for these specs.
25	Will all three facilities have green roofs? How long will the green roof be under warranty?	Yes, all facilities will have Green Roofs and warranty information related the Green Roofs will be provided post-award.
26	Define level of responsibility for the data rooms.	The Contractors will not be required to maintain and or service any "Data" equipment. However, as with any space of this nature, the Contractor shall assure optimal temperature levels and a dry and clean space is maintained.
27	Is snow removal support required?	Yes, please see Section [C.15] Snow & Ice Removal Services
28	What are the specific LEED certifications required for each Key Personnel?	In accordance with Section [C.25.1.3] (c) ALL Key Personnel shall be Fully certified in all LEED Gold Standard Requirements and Services.
29	Please confirm if there is a page limit for the technical proposal?	No, there is not a page limit for the Technical Proposal submission. Please refer to Section [L.3] for information regarding the Proposal Organization.
30	Please provide an equipment list that includes locations and size of equipment.	This information is not available at this time is will be provided post-award.
31	Please confirm the hours required that on site personnel are supposed to be present.	Please refer to Section [C.3.5.4]
32	Confirm what the requirements are for pest management.	Please see Section [C.20.1] Integrated Pest Management

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33	According to page 108 of the RFP, there is language directed towards the contractor required to take corrective action necessary to remove bedbugs. Please define the contractor's responsibility for bed bug removal if contractor does not have access to the residential units	The District does not understand the Potential Offeror's question. It is the District's expectation that the potential Contractor take all necessary precautions and measures to contain any potential contamination and treat for all bedbug outbreaks. The Awarded Contract will have access to all areas of the facility, including individual residential units.
34	How many units are in building 4225 6th St SE Washington, DC 20032?	The Ward 8 Facility will have fifty (50) residential units.
35	Please provide the estimated construction completion date for site 4225 6th St SE Washington DC 20032.	The substantial completion date is August 31, 2018
36	Will a site visit be made available for 4225 6th St SE Washington, DC 20032? If so, please provide a date.	No, no additional site visits will be offered during the solicitation process.
37	Please clarify the number of pricing proposals that are needed for each location.	Please see Section [L.3], Potential Offerors shall submit one (1) original and five (5) copies for each facility it intends to submit a proposal for consideration.
38	Is there a maximum number of past performance questionnaires that can be submitted?	No, there is not a maximum number of Past Performance submissions set.
39	Please clarify and define what the "tenant environment" is?	"Tenant Environment" refers to the facility where services are being procured to support.
40	Are there natural gas or diesel generators at all sites?	Please refer to the Drawings for these specs.
41	Please confirm if water treatment is required for each set?	Please refer to the Drawings for these specs.
42	Is there an irrigation installed at each site?	Please refer to the Drawings for these specs.
43	Please confirm the start date for each site is September 1st?	No, the start date for each facility is dependent on the individual construction substantial completions dates. It is currently anticipated that the facility in Ward 4 will come on-line first.
44	Confirm janitorial services are not part of required services.	Janitorial Services is not included as a monthly, basic services requirement; however, should the Department require janitorial services the Contractor will be compensated under Supplemental Services on a Cost Reimbursable basis.

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45	Confirm security monitoring/access and support are not part of required services?	Correct, security monitoring/access and support will be provided and managed by DHS.
46	Confirm appliances support and repairs are not part of required services.	No, this is not correct, please see Section [C.23.8.1]
47	Define services and support required inside living quarters.	It is the Districts expectations that the CMC Provider shall be responsible for all building related equipment within the residential units. This does not include furniture and portable appliances (e.g. dorm-style refrigerators, microwaves etc.).
48	Is the maintenance and repair of the basketball court a part of the contract? If so, at what frequencies?	Please see Addendum No. 1, Item No. 12
49	Will all of the rooms for the families, have keycard access, if not what are the requirements for receiving keys back and the expected Turnaround time for changing the locks.	All residential units are equipped with key-card access. It is the Districts expectation that the CMC Provide and DHS Residential Program Provider coordinate efforts as it relates to residential unit turnover and key-card access and changes.