

C.23.7.1 The Contractor shall ensure window washing work is performed consistent with safety requirements promulgated by the OSHA including adequate fall protection for window washers.

Item No. 5

Key Personnel

Delete in its entirety:

Section [C.25.1.3.1] Property Operations Manager (POM)

Replace With:

Property Operations Manager (POM)

The Contractor shall designate a qualified Property Operations Manager (POM) as chief of operations. The designated POM shall be an employee of the Contractor and act on behalf of the Contractor during the term of the Contract. The POM shall be available in person for meetings with the COTR “as needed” and by telephone after hours via mobile phone. The Contractor shall ensure the POM shall meet the following qualifications:

- a. Possess the skills specific to the Facility;
- b. Operational experience consistent with the functions identified in **Section [C.6]**;
- c. Understanding and experience of mechanical, electrical, and utility systems, maintenance and repair, and cleaning functions;
- d. A minimum of three (3) years of recent (within the past five (5) 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.
- e. Demonstrated capacity to provide positive customer relations and skills

Item No. 6

Key Personnel

Delete in its entirety:

Section [C.25.1.3.2] On-Site Chief Engineer (CE)

Replace With:

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 designated CE shall be an employee of the Contractor and act

on behalf of the Contractor during the term of the Contract. The CE shall work on-site at the Facility during Normal Working Hours and be available after hours via mobile phone. The Contractor shall ensure the CE shall meet the following qualifications:

- a. Possess the skills specific to the Facility;
- b. Operational experience consistent with the functions identified in **Section [C.6]**;
- c. Understanding and experience of mechanical, electrical, and utility systems, maintenance and repair, and cleaning functions;
- d. Possess and retain a District of Columbia 1st Class Stationary Engineers license as required by the District;
- e. At least three (3) years of recent (within the past five (5) 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, including documentation that the Chief Engineer has a minimum of three (3) years' operating experience with the Facility installed BAS; and,
- f. Demonstrated capacity to provide positive customer relations and skills.

Item No. 7

Key Personnel

Delete in its entirety:

Section [C.25.1.3.3] Maintenance Worker (MW)

Replace With:

Maintenance Worker (MW)

The Contractor shall designate a qualified MW as the primary person responsible for performing in-house maintenance services at the Facility, as contemplated hereby, including “Level 1 Maintenance Services” (as defined below). The designated MW shall be an employee of the Contractor and act on behalf of the Contractor during the term of the Contract. The MW shall work on-site at the Facility during Hours of Operation and be available after hours via mobile phone. The Contractor shall ensure the MW shall meet the following qualifications.

- a. Possess the skills specific to the Facility;
- b. Possess “in-house” maintenance experience consistent with the functions identified in **Section [C.6]** (including Level 1 Maintenance Services);
- c. Understanding and experience of mechanical, electrical, and utility systems, maintenance and repair, and cleaning functions;
- d. At least three (3) years of recent (within the past five (5) years) experience in performing general maintenance services “in-house” at building(s) of relevant size, type, complexity and scope to this solicitation; and
- e. Demonstrated capacity to provide positive customer relations and skills.

For purposes of this solicitation, the term “Level 1 Maintenance Services” shall include the following:

- a. General Repair and Maintenance Services including: tightening bolts, clamps, screws in furniture, and door hinges; tightening loose door knobs and replacing missing knobs; adjusting door checks; replacing broken and stained drop-in type acoustical ceiling tile (and, if containing asbestos, only if cleared by the Environmental and Safety Unit of DGS’s Facilities and Management Division); replacing loose floor tile such as vinyl and rubber (and, if containing asbestos, only if cleared by the Environmental and Safety Unit of DGS’s Facilities and Management Division); tightening and replacing toilet seats; assembling and disassembling metal shelving and cabinets; re-attaching loose metal thresholds; re-attaching loose stair treads; replacing ceiling tiles; installing and repairing hardware on doors and windows: latches, kick plates, wall door stop, tighten screws and bolts on panic board; tightening loose brackets on handrails, both inside and outside; clearing dirt and debris from roof drains and storm drains (flat roofs); and cleaning AC filter cleaning on window unit and through the wall unit.
- b. Electrical Repair Services including: replacing burned out fluorescent light tubes and if trained – ballasts – NOT 277

volts; replacing light fixtures lens; and replacing switch cover plates.

- c. Plumbing Services including: cleaning kitchen grease trap; and attempting to unstop commode/urinal/sink/drinking fountain.
- d. Painting Services including: removing rust from doors, doorframes and re-paint; re-painting exterior doors; and painting only the following: vinyl baseboards, fire doors, stair risers, toilet partitions, and concrete floors.
- e. Grounds Maintenance Services including exterior trash pick-up, and leaf removal.
- f. When and as Level 1 Maintenance Services are required, the Contractor shall be expected to have such services performed by the MW unless the COTR has authorize an exception (in his/her sole and absolute discretion)

Item No. 8

Option to Extend the Term of the Contract

Delete in its entirety:

Section [F.2.1.1] Option Year Periods of Performance

Replace With:

F.2.1.1 Option Year Periods of Performance: Each subsequent Option Period shall beginning on 1-September and end 30-August of each Fiscal Year Period as illustrated below

Item No. 9

Relevant Experience of Key Personnel

Delete in its entirety:

Section [L.3.2.2] On-Site Chief Engineer (CE)

Replace With:

On-Site Chief Engineer (CE) | Section [C.25.1.3.2]: Shall possess a valid District of Columbia 1st Class Stationary Engineers license issued by the District of Columbia. In addition, the Chief Engineer shall possess 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 within this Contract, including documentation that the Chief Engineer has a minimum of three (3) years' operating experience with the Facility installed BAS.

Item No. 10

Ward 9 Facility Address

Delete in its entirety:

All references to - Ward 8 4225 6th St. S.E. Street, Washington, D.C. 20032

Replace With:

Ward 8 – 4233 6th Street, S.E. Washington, D.C. 20032

Item No. 11

Apparatus, Play Structure and Equipment

Insert:

Apparatus, Play Structure and Equipment | Section [C.23.9]:
The Contractor shall keep clean, maintain, and repair all fixed sporting court, field apparatus and play structures to include but not limited to basketball courts and goals, baseball dugouts and mounds, football goal posts, soccer and lacrosse goals, tennis posts and nets, and any associated fencing as applicable.

Item No. 12

Offeror’s Proposed Questions and the District’s Response

Add/Incorporate:

Questions & Answers as *Exhibit D*

All other terms and conditions remain unchanged.

Kimberly Gray
Supervisory, Contract Specialist
Goods & Services

August 10, 2018
Date

~End of Addendum No. 01~