

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



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Request for Proposal  
Facility Security Assessment Services  
**DCAM-16-NC-0045**

Addendum No. 3  
Issued: February 3, 2016

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This Addendum No. 3 is issued by DGS on February 3, 2016. Except as modified herein, the Request for Proposal (RFP) remains unmodified and is hereby published on the DGS website.

**Item No. 1**                      **Form of Contract:**

Attached to this Addendum is the Form of Contract. The terms of the Form of Contract shall prevail over the RFP. To the extent there is an inconsistency between the Form of Contract issued here with and the RFP, The Form of Contract shall govern.

**Item No. 2**                      **QUESTIONS & ANSWERS:**

**Question No. 1**                      As discussed at the pre-bid meeting part of the required scope of work for this project involves the development of the findings, recommendations, and remediation/mitigation process. Will the Facility Security Assessment Contractor to be responsible for developing Engineered Cost Estimates or an Independent Government Estimate (IGE) for the remediation/mitigation elements, or will all remediation budgets remain the responsibility of DGS/PSD?

**Answer:**                              No, engineered cost estimates or an independent Government Estimate (IGE) for the remediation/mitigation elements will remain the responsibility of DGS/PSD.

**Question No. 2**                      D.C. Code 2-218.48 requires the submission of Subcontractor Plan Monitoring, Compliance Reports, and Subcontractor Information. Has the incumbent supplied these required quarterly reports to the District? Will the District provide bidders with these Quarterly Subcontracting reports for the last 24 months?

**Answer:**                              Under the GSA Task Order, the incumbent does not have a subcontractor.

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



- Question No. 3** Please provide the name(s) and CBE certification number(s) of the incumbent's Small Business Enterprise (SBE) partner(s) pursuant to D.C. Code 2-218.46.
- Answer:** The incumbent does not have a subcontractor.
- Question No. 4** The RFP requires the Contractor to provide a Project Manager responsible for managing the day to day aspects of the work. Does the District intend for the Contractor to provide a dedicated, full-time Project Manager? Is the Contractor's Project Manager permitted to perform other contract-related tasks (i.e. countermeasure design, site surveys, report issuance, database entry, etc.)?
- Answer:** As stated in the RFP, the Contractor shall designate a single Project Manager. The Project Manager does not need to be full-time but will be responsible for all work performed under the contract (outlined in B.5.1).
- Question No. 5** B.7.1 of the RFP indicates the District will provide work space for Contractor staff at PSD headquarters. Please advise the quantity of Contractor staff members that will be accommodated by PSD work space (i.e. 3 staff members).
- Answer:** As stated in the RFP, PSD will provide a work space for each Contractor staff member.
- Question No. 6** Section B.2 – While the electronic system for the facility security data is owned and managed by PSD, please confirm it is the Contractor's responsible to provide database entry and updates to all data delineated in B.2.1; B.2.2; B.2.3.
- Answer:** The Contractor will be responsible for data input to all modules . With the exception of the countermeasure implementation date, the Contractor is not responsible for the following: installing vendor, actual installation cost, equipment make/model; as built documentation and maintenance cost; vendor for both the Countermeasure Data Management Module and the Life Cycle Data Management Module.
- Question No. 7** Please clarify the point scale system and how the CBE bid preference mechanism will be applied to this contract. At the pre-proposal

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



conference – and per Section A.5 of the RFP – it was my understanding the RFP was intended to be a 200 point scale and the CBE bid preference mechanism would be applied after all points had been calculated. However, Section D.4 of the RFP states that each proposal will be scored on a scale of 1 to 188 points. In Section D.4 it also appears that the bid preference mechanism for CBE contractors will only be applied to the pricing section, not the entire RFP response.

**Answer:** Yes, preference points will be applied to the pricing section. A CBE Contractor can receive up to 40 points of which a maximum of 12 CBE preference points allocable after all other points have been calculated. A non CBE Contractor can only receive a maximum of 28 points for price.

**Question No. 8** Was MBL’s partial year contract in FY15 for \$601,738.59 for the same security assessment services as required in this RFP? Is the \$950,000 annual budget for this RFP based on a full year’s value of MBL's prior \$601,738.59 partial year contract?

**Answer:** The MBL FY15 Contract was done under a GSA Task Order. RFP DCAM-16-NC-0045 is a complete solicitation with additional requirements.

**Question No. 9** My company is a pending CBE. District law provides a bid preference mechanism that would give me up to a 12% advantage on my non-CBE competitors. However, the way the RFP is currently written no CBE would get a 12% advantage. First, the RFP is based on a 200 point scale not the standard 100 point scale. Thus, the CBE preference points are diluted and do not represent a 12% advantage like they would on a 100 point scale. At most, a CBE would receive a maximum advantage of only a 6% advantage on this RFP. However, there is a 2nd issue that further harms the CBE advantage because the scoring system in Section D says my preference points are only applied to the price portion. Price only represents a maximum of 20% (40 points) of the total evaluation. Thus, the most advantage a CBE could get on this RFP evaluation is 12% advantage on a section that is only worth 20% of the total – not a 12% advantage on the overall 100% of the project. CBE’s should have up to a 12% advantage that is applied after all scoring is complete per the 2015 amended CBE law. I do not believe the intent of the RFP was to minimize the value of a CBE - can I respectfully ask you to look at how the RFP

GOVERNMENT OF THE DISTRICT OF COLUMBIA  
DEPARTMENT OF GENERAL SERVICES



scoring could be modified or clarified to ensure the District's CBE preference mechanism is applied to maximize the value of CBE participation?

**Answer:**

It is not the intent of DGS to minimize the value of a CBE; DGS is committed to ensuring maximum participation by our CBEs. The only change is the numerical value from a possible 112 points to a possible 200 points. CBE's are still entitled to receive credit for their allocated preference points. In an Invitation for Bid (IFB), the preference points are converted into a percentage and that percentage is then deducted from the total price. In a Request for Proposal (RFP), the CBE 12 points will be added to the price evaluation portion. In an RFP, all Bidders begin the evaluation with the potential of 188 points.

All other terms and conditions remain unchanged.

  
Kimberly Gray  
Supervisory, Contract Specialist  
Goods & Services

  
Date

- End of Addendum No. 3 -