

Request for Proposal (“RFP”)
Property Management Services at 200 I (Eye) Street SE Municipal Facility
DCAM-24-NC-RFP-0011

Addendum No. 02
Issued: March 22, 2024

This Addendum No. 02 is issued by the Department of General Services (“DGS” or the “Department”) on March 22, 2024. Except as modified herein, the Request for Proposal (“RFP”) remains unmodified.

Item No. 1 **Second (2nd) Facility Site Visit**

Add/Incorporate: The Department will host a second (and final) Facility site visit for all interested offerors on the following date /time:

Date: Tuesday, March 26, 2024

Time: 12:00 p.m. Site Visit will start promptly at 12:00 p.m.

Meeting Place: Front lobby of 200 I (Eye) Street SE (Facility)

Point of Contact: Jean-Francis Varre, Building Manager

Additional Information: All participating offerors will be required to sign in the attendance roster provided by the Department.

Item No. 2 **Questions and Answers Extension**

Delete in its Entirety: Questions Due Date

Replace With: Questions Due Date
All questions are due no later than close of business on **March 28, 2024.**

Item No. 3 **Definition – Deductible Threshold**

Delete in its Entirety: **C.3.1.18 Deductible Threshold**

Replace With: **C.3.1.18 Deductible Threshold** – The cap, or limit, on the amount of money Contractor will have to pay towards supplemental time and material services per occurrence (not an aggregate). Once Contractor reaches that limit (in this case, \$1,500) **per occurrence**, District will pay for any pre-approved costs towards supplemental time and material services. **For example, a repair that costs \$1,200 would mean the Contractor would be responsible for the entire**

repair cost. For the avoidance of doubt and notwithstanding to the contrary, Contractor must have written approval from the COTR for services \$0-\$10,000 or the CO for any costs above \$10,000. **It's important to clarify that the deductible threshold operates on a "per occurrence" basis.**

Item No. 4

C.5.20.1 Definition and Description – Supplemental Repair and Replacement (“Time and Material”) Services

Delete in its Entirety:

C.5.20.1 Definition and Description

Replace With:

C.5.20.1 Definition and Description

The Contractor shall provide Time and Material Services only when ordered and at the discretion of the Department for work relating to repairs, replacement and or upgrade of the Facility. The COTR will determine if the service is a supplemental service based on when and why the service is performed. There are two (2) types of Time & Material Services: Supplemental Repairs, and Supplemental Replacement Services. The Contractor will be compensated for costs incurred in performing supplemental services as defined in Section C.5.20 on a time and material basis against the not-to-exceed Owner-Directed Allowance (as outlined in Section B.4.2.1) if an only when: (i) the COTR deems the work as a supplemental Time and Material service and grants authorization in writing (in accordance with the contract terms) prior to commencement of any services up to the value of the Owner-Directed Allowance Purchase Order but no more than \$10,000; or (ii) the COTR deems the work as a supplemental Time and Material service and services are authorized in writing by the Department’s Contracting Officer prior to commencement of any services it deems to be a supplemental Time and Material service that exceeds \$10,000 up to the value of the Owner-Directed Allowance Purchase Order. For the avoidance of doubt, the Contractor is responsible for all cost up-to the established Deductible Threshold of \$1,500.00 **per occurrence**. The Department will be responsible for any cost above the \$1,500.00 deductible if the COTR deems the work to be a supplemental service.

Item No. 5

Clarity on Deductible Threshold

Add/Incorporate:

It's important to clarify that the deductible threshold operates on a "per occurrence" basis.

Item No. 6

Emergency Service Calls

Delete in its Entirety:

C.5.3.1.3.2 Failure to comply with the non-emergency service call requirement may be a cause for the CO to have the work performed by others and the cost of such work deducted from the payment due to the Contractor.

Replace With:

C.5.3.1.3.2 Failure to comply with the **emergency** service call requirement may be a cause for the CO to have the work performed by others and the cost of such work deducted from the payment due to the Contractor.

All other terms and conditions remain unchanged.

Domonique L. Banks
Domonique L. Banks
Contracting Officer, Supervisory Contract Specialist
Goods and Services

3/22/2024
Date

- End of Addendum No. 02 -